



Promoting, Rehabilitation, Independence, Dignity, and Education

Huntingdon County PRIDE Incorporated
1301 Mount Vernon Avenue
Huntingdon, PA 16652-1807
Phone: 814-643-5724 Fax: 814-643-6085
www.HuntingdonPride.org

Career Opportunity

Position: Part-time Direct Care Worker

Salary: \$14.50/Hour

About PRIDE: PRIDE is an all-inclusive, nondiscriminatory organization for persons with disabilities caused by congenital disabilities, injury, disease, learning and developmental disorders, and other disabling conditions. PRIDE reflects our commitment to Promoting, Rehabilitation, Independence, Dignity, and Education for people with special needs in Huntingdon County. Huntingdon County PRIDE, INC is an EOE, 501(c)(3) registered Non-Profit Organization.

Job Overview: Huntingdon County PRIDE's Direct Care Worker provides personal and home care services to individuals needing home assistance. Home care services assist consumers with instrumental activities of daily living. They include preparing meals, shopping for groceries or personal items, and performing light or heavy housework. Personal care services include assistance with self-administered medications, feeding, oral care, skin care, mouth care, shaving, ambulation, bathing, hair care, grooming, dressing, toileting, and transfer activities. Direct Care Worker must maintain documentation on their files. Direct Care Workers report directly to the Executive Director.

Therapists work directly with families to develop their schedules. Therapists can utilize the office to type reports or work on documentation from home.

Responsibilities and Duties:

- Responsible for contacting consumers to set up intake appointments.
- Prepare all documentation, review with the consumer, and ensure that the consumer's file is always up to date and organized.
- Document daily logs to ensure they are in the file.
- Provide neat and professional monthly reports for each client by the 5th day of the following month.
- Determine the schedule with the consumer and provide a copy of the plan to the Executive Director weekly.
- Provide personal and home care services as outlined in the service agreement with the consumer.
- Meet bi-weekly with the Executive Director to review cases.

Qualifications:

- Valid Nurses License or must complete PRIDE Training Program

- Negative Tuberculous Test
- Child Abuse Clearance
- Criminal Background Clearance
- Skills Needed:
 - Able to write reports, memos, and other correspondence
 - Communication (written and verbal) and collaboration
 - Organization
 - Decision making
 - Time management
 - Ability to multitask

How to Apply: Submit application, cover letter, resume, and copies of clearances and license to:

Huntingdon County PRIDE Inc.
Executive Director Ashley Winegardner
1301 Mount Vernon Avenue
Huntingdon, PA 116652

Applications are due by 11/1/2023. Please contact Ashley Winegardner at 814-643-5724 ext. 101 with any questions. Huntingdon County PRIDE, Inc. is an Equal Opportunity Employer.