

POSITION AVAILABLE

TITLE: Assistant Residential Manager

MAIN FUNCTION: Provide shift supervision and program implementation in an IRA setting. Ability to maintain on call status and provide emergency coverage as designated by a schedule.

QUALIFICATIONS: Associate's Degree in Human Services plus one (1) year of experience or High School Diploma plus two (2) years of experience or equivalent combination of training and experience. Current NYS Driver License with an acceptable record as determined by the Agency. Must be able to become certified and maintain certification in Medication Administration. Must be capable of lifting a minimum of 30 pounds.

SALARY: \$27,601.60 per year, 40 hours per week, non-exempt, plus full time benefits. Hours include evenings, weekends and holidays plus on-call duties.

POSITION AVAILABLE: Immediately

RESUME TO: Arc of Genesee Orleans
64 Walnut Street
Batavia, NY 14020
dworthington@geneseearc.org

EQUAL OPPORTUNITY EMPLOYER