Abilene State Supported Living Center Career Postings

Week of June 5th, 2023

Featured Positions!

| Position | | Direct Support Professional III Salary \$3 | | | | | | | | |
|--|--------|--|-----|--------------|------|---------|-----|--|--|--|
| The Direct Support Professional (DSP) III serves as Unit Charge and is appointed by and responsible to the DSP Supervisor, subject to the approval of the Unit Director. The Charge is responsible to ensure that care, treatment, training, and support activities are completed in the assigned home, including supervising and monitoring the activities of other direct support staff. The charge may delegate portions of these responsibilities and sufficient authority for fulfillment but may not relinquish overall responsibility for results. In the absence of the Charge, the Assistant/Acting Charge will assume the job responsibilities. The Charge may be asked to assume the duties of the Direct Support Professional Supervisor in his/her absence. Works under limited supervision with considerable latitude for the use of initiative and independent judgment. This position may be OR is required to drive a state-owned vehicle.Open ToAll | | | | | | | | | | |
| Home | Varied | Shift | All | Closing Date | Open | Open To | All | | | |

Home Openings

| Position | | Direct Su | pport Profes | sional II | | Sala | ary | \$3,047.58 |
|--|---|--|---|---|---|---|--|--|
| their goals. This in various settings. F reporting individu individualized trai the person's life, s training, and unus based on guidanc team. Work is in a | ncludes ro Responsibi ial's condi ining and/ such as thi such as thi sual incide e that will a team env nip to new | utine and lities can tions and or active ings that o nts. Com be provid vironment | emergency c vary, and ma behaviors, pr treatment pro occur through oletion of wo led to you as t with guidan | are, treatment, y include such d oviding meaning ograms for both nout their daily s rk requires use o you are prepare ce provided thro | and trainin uties as gr gful intera males and chedule, h of simple a ed for the j ough super | ng for peop ooming, ba ctions with females. now they re nd/or rout ob and fro vision and | ole with athing, f indivic The DSF espond ine dut m othe training | ctual disabilities achieve intellectual disabilities in feeding, observing and luals, and participating in o documents information on to activities on the home, ies, while decision making is r professional staff on your g. May provide n may be required to drive a |
| Home | Varied | Shift | All | Closing Date | Open | Open To | All | |
| Position | | Direct Su | pport Profes | sional III | | Sala | ary | \$3,649.83 |
| subject to the app support activities support staff. The not relinquish ove job responsibilitie | proval of the are completed charge metric erall respotes. The Char Works unc | he Unit Di leted in th ay delega nsibility fo arge may der limited | rector. The C ne assigned he te portions o or results. In t be asked to a d supervision | harge is respons ome, including s f these responsi the absence of t ssume the dutie with considerab | ible to ensupervising bilities and he Charge, s of the Di le latitude | sure that c and moni sufficient the Assist rect Suppo for the us | are, tre toring t author ant/Act ort Profe | sible to the DSP Supervisor, atment, training, and he activities of other direct ity for fulfillment but may ing Charge will assume the essional Supervisor in tiative and independent |
| Home | Varied | Shift | All | Closing Date | Open | Open To | All | |

| PositionDirect Support Professional IV (Home Supervisor)Salary\$4094.50 | | | | | | | | | | | |
|---|--|-------|----------|---------|-----|--|--|--|--|--|--|
| home supervisor is response assigned home, including performs administrative The home supervisor man relinquish overall response operation of the unit. The Works under limited sup | The Direct Support Professional (DSP) IV serves as home supervisor appointed by and responsible to the Unit Director. The home supervisor is responsible to ensure that care, treatment, training, and support activities are completed in the assigned home, including supervising and monitoring the activities of other direct support staff. The home supervisor performs administrative and programming duties that include supervising and evaluating direct care staff within the unit. The home supervisor may delegate portions of these responsibilities and sufficient authority for fulfillment but may not relinquish overall responsibility for results. The home supervisor is also responsible for quality active treatment and operation of the unit. The home supervisor may be asked to assume the duties of the Unit Director in his/her absence. Works under limited supervision with considerable latitude for the use of initiative and independent judgment. This position may be required to drive a state-owned vehicle.Open ToAll | | | | | | | | | | |
| Closing Date | Open | Shift | Rotating | Open To | All | | | | | | |

Department Openings

| Position | | Cook II | Cook II Salary \$2,639.75 | | | | | | | | |
|---|---|--|---|--|---|--|---|--|-------------------------------------|--|--|
| The Cook II performs routine (journey level) food preparation work on a designated shift & rotation in the Central Kitchen under general supervision. May be required to work variable schedule. Work involves preparing, cooking, portioning, distributing and serving food for regular & therapeutic diets & textures. Follows prescribed menus, recipes, standards and completes necessary reports. Responsible for sanitation of equipment and work areas. May work in the ingredient room or drive the delivery vehicle. Other duties may be required. Cook II has moderate latitude for the use of initiative and judgment. In the absence of Cook III/IV this position assumes oversight of the kitchen. May train/oversee others in their work. Maintains sufficient knowledge to satisfy the requirements of the job. Handles food in accordance with federal, state and HACCP guidelines. Follows kitchen and food service safety procedures and practices. Must be willing to work weekends and holidays. May work unusual or extended hours in the event of a disaster or operational necessity.Closing DateOpenShiftOpenOpen ToAll | | | | | | | | | | | |
| Closing Date | Ор | en | Shift | Open | pen To | o All | | | | | |
| PositionDirect Support Professional II / ATCSalary3,047.58The Active Treatment Coordinator works under the direct supervision of the Active Treatment Coordinator Supervisor.Works under moderate supervision with moderate latitude for the use of initiative and independent judgment. The Active Treatment Coordinator performs moderately complex human services support work to include but not limited to: Organizing and coordinating leisure activities for individuals served which is age appropriate, based on their individualized interests, and is meaningful in reaching their goals. Monitoring that individuals served are provided with a variety of quality leisure opportunities on campus, as well as in the local community settings. Providing information to individuals served and responsible staff, regarding activities being offered on and off campus. Following-up with individuals served and staff to verify quality of activities and services and assist with adjusting activities and services to | | | | | | | | | | | |
| better meet the i Coordinator Supe Active Treatment recreational supp individuals are en of active treatme | rvisor rega Coordinat lies on eac gaged in n | arding the or Superv th home in neaningfu | on-going mo risor and Recr n their respec I and functior | nitoring of activ eation Program tive unit assigne aal activities. Mo | ities and Manager ed. Develo pnitoring | services r. Mainta oping ini schedule | offered. We aining inven- tiative and i ed activities med vehicle | orking closely tory and orde maginative ic to ensure qu | with the ering deas to insure | | |

| Position | | Direct | Support Profe | essional III / AT | С | | Salary | \$3,649.83 |
|--|--|--|---|--|---|--|--|--|
| Works under mode Treatment Coordin Organizing and coo individualized inter variety of quality le individuals served a better meet the ind Coordinator Super Active Treatment O recreational suppli | erate sup nator per ordinatin rests, and eisure op and resp and staff dividuals visor reg Coordina es on ead gaged in r | pervision w forms moo g leisure a d is meanin portunitie onsible sta f to verify o needs and arding the tor Superv ch home ir meaningfu | vith moderate derately comp ctivities for in- ngful in reachi s on campus, aff, regarding quality of activ d preferences. on-going mon isor and Recre n their respect I and function | latitude for the lex human served ng their goals. as well as in the activities being vities and servic Preparing and hitoring of active eation Program ive unit assigned al activities. Me | e use of vices su d which Monito e local offeren ces and provid vities an Managed. Dev onitorin | f initiative a upport wor n is age app oring that in community d on and of assist with ling feedba nd services ger. Mainta veloping ini ng schedulo | and indeper k to include propriate, ba ndividuals se y settings. Pr ff campus. F a adjusting a ck reports to offered. Wo aining inven tiative and i ed activities | ased on their erved are provided with a roviding information to ollowing-up with ctivities and services to o the Active Treatment orking closely with the tory and ordering maginative ideas to insure to ensure quality delivery |
| Home | Varied | Shift | All | Closing Date | Open | Open | То | All |
| Position | | Food Serv | vice Worker II | | | Salary | | \$2,639.75 |
| The Food Service Worker II performs moderately complex food service work on a designated shift & rotation in the Central Kitchen and/or at a satellite kitchen/serving area under general supervision. Work involves preparing, portioning, distributing and serving food for regular & therapeutic diets, and sanitation of equipment, work areas, dishes, utensils, pots and pans. Other duties may be required which are related to the functions of the positions. May train and oversee other Food Service workers. Maintain sufficient knowledge of duties to satisfy the requirements of the position. Handle food in accordance with federal, state and HACCP guidelines. Follow kitchen and food safety procedures and practices. Must be willing to work weekends and holidays. May be required to work unusual or extended hours. | | | | | | | | |
| Closing Date | Op | ben | Shift | Days/Evenin | gs | Open To | All | |

| Position | Licensed Vocational Nurse II | Salary | \$4,594.16 |
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Provides complex vocational nursing work. Work involves providing for the care, treatment, and general welfare of patients. May supervise the work of others. Works under general supervision, with moderate latitude for the use of initiative and independent judgment. Works under the direction and supervision of the Registered Nurse, and performs Nursing duties within the assigned areas and assigned shift. Performs basic and complex nursing tasks to fulfill the health needs of the most medically fragile individuals, including the collection of lab work and other health screenings. Keeps informed of and follows all agency, facility and unit policies and procedures. Assists the RN Supervisor with on-the-job Nursing instruction and training of other new LVN's. Assists the Infection Control nurse by implementing measures that prevent the spread of disease, assists the QA Nurse in developing and implementing quality assurance programs, and assists in the implementation of therapeutic nursing programs.

| | C | Closing Date | Open | Shift | Rotating | Open To | All |
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|--|---|--------------|------|-------|----------|---------|-----|

| Position | Licensed V | ocational Nu | rse III | Salary | \$4,866.58 |
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| welfare of patients. M considerable latitude f Registered Nurse, and nursing tasks to fulfill t other health screening Supervisor with on-the Infection Control nurse | ay plan, assign a or the use of init performs Nursir he health needs s. Keeps informe -job Nursing ins by implementir | nd/or supervi iative and inc g duties with of the most r ed of and follo truction and t ng measures t | se the work of other lependent judgment in the assigned areas medically fragile indi- ows all agency, facilit raining, precepting a hat prevent the spre | s. Works un . Works un s and assigr viduals, inc y and unit and setting ead of disea | r the care, treatment, and general nder limited supervision, with der the direction and supervision of the ned shift. Performs basic and complex luding the collection of lab work and policies and procedures. Assists the RN goals for new LVN's. Assists the se, assists the QA Nurse in developing f therapeutic nursing programs. |
| Closing Date | Open | Shift | Rotating | Open To | All |
| Position | Nurse I, Di | rect Care RN | | Salary | TBD |

Performs routine nursing work. Work involves providing for the assessment, care and treatment of patients. May train others. Works under moderate supervision, with limited latitude for the use of initiative and independent judgment. Works under the supervision of the Nurse Manager IV. The Unit RN II may assign nursing responsibilities to the Unit LVN in accordance with the Nurse Practice Act. The responsibility of the Unit RN is to provide for and supervise the professional nursing care of the individuals who reside in a state school setting. The Unit RN is available to unit personnel to make nursing decisions on a 24-hour basis. She/he is a member of the professional team and shares responsibility with other team members for the development of the individual's program. Work involves communication skills, i.e. relaying information to other team members, physicians, nurses; data entry, documentation, completing reports, maintaining personnel records, supervisory duties, and following all facility rules/policies. Provide treatment to HHS employees injured in course and scope of employment.

| Closing Date Open Shift | Rotating Open To | All |
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| Position | Nurse II (Camp | us Nurse) | | Salary | \$6,579.41 |
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| supervise the work of ot independent judgment. techniques and human r in family and group rela- and staff members. Must tracking discipline. Must working knowledge of e PMAB and restraining pu situations. Must be able techniques. Must be able Duties include developm | hers. Works under Must demonstrate relations, Must dem tionships. Must be a t be able to keep re be able to calculate mergency procedur rocedures. Duties in to demonstrate kno e to present ideas c nent and presentatio | general sup considerate onstrate a able to app ecords and e mathemates and em clude asse owledge of learly and on of infor | pervision, with more offer knowledge of more practical working le ropriately interact make reports. Dut atical dosages of more regency equipment ssment and care of teaching skills, lea concisely utilizing le mation in a monthle | derate lati ursing rule knowledge with indiv ies include edications t, i.e., CPR f residents dership m English in b ly meeting | and treatment of patients. May tude for the use of initiative and es/regulations, methods, procedures, e of cultural, social and economic forces iduals with developmental disabilities e subordinate nursing staff evaluation, 5. Must be able to demonstrate a . Must be able to recognize appropriate and/or staff members in emergency bethods, and interviewing principles and poth written and oral communications. format and an In-service and scope of employment. |
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| Closing Date | Open | Shift | Rotating | Open To | All |
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| Position | Nurse II (Camp | us Nurse) | | Salary | \$6,579.41 |
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| supervise the work of independent judgmen techniques and humar in family and group rel and staff members. M tracking discipline. Mu working knowledge of PMAB and restraining situations. Must be ab techniques. Must be a Duties include develop | others. Works under t. Must demonstrate n relations, Must dem lationships. Must be a ust be able to keep re ist be able to calculat emergency procedur procedures. Duties ir le to demonstrate kn ble to present ideas co ment and presentati | general su considerat nonstrate a able to app ecords and e mathema- res and em nclude asse owledge of clearly and on of infor | pervision, with mod ble knowledge of nu practical working k mopriately interact make reports. Duti atical dosages of mo ergency equipment ssment and care of f teaching skills, lea concisely utilizing E mation in a monthl | derate latitu ursing rules/ mowledge c with individ es include s edications. I t, i.e., CPR. N residents a dership met inglish in bo y meeting fo | nd treatment of patients. May ide for the use of initiative and fregulations, methods, procedures, of cultural, social and economic forces uals with developmental disabilities subordinate nursing staff evaluation, Must be able to demonstrate a Must be able to recognize appropriate and/or staff members in emergency thods, and interviewing principles and oth written and oral communications. ormat and an In-service d scope of employment. |
| Closing Date | Open | Shift | Rotating | Open To | All |
| Position | Nurse III (Nurse | e Educator |) | Salary | \$7,532.75 |
| supervise the work of independent judgmen techniques and humar in family and group rel and staff members. M tracking discipline. Mu working knowledge of | others. Works under t. Must demonstrate n relations, Must dem lationships. Must be a ust be able to keep re ust be able to calculat emergency procedur procedures. Duties ir | general su considerat nonstrate a able to app ecords and e mathema res and em nclude asse | pervision, with mod ole knowledge of nu practical working k propriately interact make reports. Duti atical dosages of mo ergency equipment | derate latitu ursing rules/ mowledge c with individ es include s edications. I t, i.e., CPR. N | nd treatment of patients. May ide for the use of initiative and regulations, methods, procedures, of cultural, social and economic forces uals with developmental disabilities ubordinate nursing staff evaluation, Must be able to demonstrate a Must be able to recognize appropriate ind/or staff members in emergency |

Duties include development and presentation of information in a monthly meeting format and an In-service training/teaching format. Provide treatment to HHS employees injured in course and scope of employment.

| Closing Date | Open | Shift | Days | Open To | Internal |
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techniques. Must be able to present ideas clearly and concisely utilizing English in both written and oral communications.

| Position | Physician III | Salary | \$20,971.00 |
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The Staff Physician at the State Supported Living Center (SSLC) performs highly advanced medical work, ensures and oversees the delivery of high quality, integrated medical services to individuals with intellectual disabilities served by HHSC State Supported Living Centers (SSLCs). Diagnoses and treats individuals with intellectual and developmental disabilities who also have complex medical, psychiatric and/or behavioral health needs. Provides and monitors medical services for assigned caseload. Develops health care plans with measurable goals, objectives and interventions and oversees and monitors their implementation. Participates in treatment team process, advocates for the medical needs of individuals served, and collaborates with the individuals' families, Advanced Practice Registered Nurses (APRNs), Physician Assistant(s) and with consultants and community medical providers in other medical specialty areas. Provides direction and guidance to the treatment team to solve complex medical issues impacting individuals' health and wellbeing. Completes required reports and medical documentation. Identifies and communicates trends or issues and recommends solutions. Provides treatment to HHSC employees injured in course and scope of employment. Participates with other members of the medical services department in initiatives to obtain full compliance with the terms of the Department of Justice (DOJ) Settlement Agreement. Shares on-call duty with other qualified medical staff. Works under the limited supervision of the Medical Director of the SSLC and with considerable latitude for the use of initiative and independent judgment.

| | Closing Date | Open | Shift | Days | Open To | All |
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| Position | Receptionist / Switchboard | Salary | \$2,179.92 |
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Performs operations at the switchboard/reception area with the use of multiline console telecommunication equipment. Greets and assists visitors by providing information and giving directions to locations on campus and notifying campus employees of visitors. Maintains a Visitor's Center for family members and friends of campus individuals. Capable of handling a high volume of calls on a multi-line phone system by answering, placing and transferring campus, local and long distance calls. Communicates with campus personnel including Transportation and Security by radio and pager systems. Acts as command center for communicating and relaying emergency information as required. Monitors and responds to Fire Alarm panel and other monitored alarms. Exhibits a thorough knowledge of campus emergency procedures and has the ability to respond effectively to crisis situations. Is familiar with various campus & departmental procedures and is able interpret and perform them in a timely and accurate manner. Performs clerical duties as assigned.

May work any shift (6-2, 2-10,10-6 or 8-5) and any day of the week depending on needs of the department. Relief - All <mark>Shifts</mark>

| Closing Date | Open | Shift | Rotating | Open To | All |
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|--------------|------|-------|----------|---------|-----|

| Position | Transition Cod | ordinator | II | Salary | \$3,081.33 | | |
|--|----------------|-----------|----|--------|------------|--|--|
| Performs routine consultative services and provides technical assistance to interdisciplinary team (IDT) members including individuals served at a State Supported Living Center (SSLC) regarding community services. Assists in planning, developing and implementing educational opportunities for individuals, legally authorized representatives (LARs), families, SSLC staff, community providers and Local Authorities. Assists the IDT in the identification of obstacles to community transition, development of action plans to address the obstacles and initialization of programming to overcome identified obstacles. Serves as liaison to community providers and Local Authorities to ensure current information regarding community resources is available to IDT members. | | | | | | | |
| Works under moderate supervision of the Transition Specialist Coordinator and with guidance from the Admission/Placement Coordinator at each SSLC with limited latitude for the use of initiative and independent judgment. | | | | | | | |
| Closing Date Open Shift Days Open To All | | | | | | | |