



Community Access Services
1815 NW 169th Place, #1060
Beaverton, OR 97006
503-533-4373

Program Supervisor

Job Description

Community Access Services is a non-profit agency that provides residential services, community integration, and employment opportunities to individuals who experience intellectual and developmental disabilities. We are currently seeking to hire a Program Supervisor for a leadership position in NE Portland. The successful candidate will have a person-centered approach in ensuring quality services for supported individuals and will have strong leadership and communication skills, based on a hands-on approach in supporting and supervising a team of Direct Support Professionals.

The residential program is a group home located in Portland, serving five individuals who experience intellectual disability as well as behavioral, medical, and physical challenges. The primary responsibilities involve ensuring that services are person-centered, driven by each person's Individual Support Plan. The Supervisor oversees the daily operations of the group home in compliance with CAS policies and State regulations, ensures the development and implementation of service and support that will meet the individual needs of each person served, and also ensures that the living environment and the lifestyles are our honored with respect to preferences and choices of the individual served.

Salary 40,000

Qualifications:

- Must be at least 18 years of age.
- Must have a Bachelor's Degree in social services and/or at least 3-year experience working with individuals who experience intellectual and developmental disabilities with a minimum of 1 year in a lead or supervisory role.
- Must possess adequate expressive and receptive English language skill to communicate with co-workers and individuals served in relation to the job duties.
- Must possess good reading, writing, communication, and budgeting skills.
- Must be able to qualify as a company driver (Licensed at least two years with a good driving history)
- Must pass a criminal background check and pre-employment drug screen (does not include testing for cannabis)

Benefit Package:

- Medical/Dental/Prescription Drug Insurance
- Short/Long Term Disability & Life Insurance
- Voluntary Term Life
- TDA/Pension Plan
- Flex Spending Account (Medical/Child Care Options)
- Paid Leave (PTO) includes person-centered recognized holidays and anniversary day
- Referral Bonuses
- Employee Assistance Program (EAP)
- Paid Training

Please direct all questions to Susan Gustavson (503) 268-9705, or susan@casoregon.org