Assistant Program Manager Residential * The ARC of the Greater Hudson Valley Sullivan & Orange County, NY

Overview: The ARC Greater Hudson Valley is seeking Assistant Program Managers- Residential for Sullivan County and Orange County.
The Assistant Program Manager, Residential is responsible for monitoring and assisting Direct Support Professionals in caring for each individual. Responsible for administrative and operation elements including record keeping, household planning, agency policies and procedures.

Requirements

High School diploma
Background Check
Class D Drivers license
Reference Check
Experience working with intellectual and/or developmentally disabled population preferred.

Salary/shift; This is a full-time position, 40 hours a week, $20.90 hourly. Benefits include Health Insurance, Dental Insurance, Paid vacation, Paid Sick Leave, Holidays, and 401K.

Apply by contacting Liberty Apostolides by email at lapostolides@arcghvny.org and applying online at https://arcghvny.org/careers/jobs.html