



Community Rehabilitation Specialist, Sally and Howard Levin Clubhouse

Summary:

Are you seeking a job where you can change people's lives, changing your own life for the good? If that's you, join our team as a Community Rehabilitation Specialist.

The Community Rehabilitation Specialist serves two roles within the Clubhouse program—providing psychiatric rehabilitation services during the Clubhouse work ordered day and supported living services in a community setting. 60% of the candidate's time will be devoted to working in the kitchen unit alongside Clubhouse colleagues (members and staff) providing psychiatric rehabilitation services, and the other 40% providing supportive services in two independent living sites located in Squirrel Hill, for individuals with developmental or intellectual disabilities. Work hours are 11:00 am to 7:00 pm, Monday through Friday, and some holidays.

Clubhouse Responsibilities:

- Responsible for educating, engaging, and supporting clubhouse participants in all aspects of the assigned work area.
- Plans and implements social activities as assigned.
- Maintains communication with external providers to ensure continuity of care.
- Ensures that member rights are upheld and that participants are treated with dignity and respect.
- Responsible for the safety and security of participants in the area, as well as volunteers or students assigned.
- Maintains documentation in a timely manner, according to agency policy and state requirements.
- Performs crisis intervention and supportive counseling to participants as needed.

Supported Living Responsibilities:

- Assists residents living independently in two apartment communities designated for individuals with intellectual or developmental disabilities located in Squirrel Hill. Works with them in groups or one on one and supports their progress in developing and maintaining independent living skills.
- Develops and maintains a good rapport and effective working relationships with building residents and their families.
- Implements a regular schedule of group wellness programs, educational programs, and holiday activities in consultation with residents.
- Meets regularly with supervisory staff and keeps supervisor abreast of issues, problems, and concerns.
- Documents interactions and resident contacts per agency guidelines.
- Attends scheduled team meetings.



Essential Competencies:

- Self-motivated and resourceful
- Strong organizational skills
- Positive, enthusiastic, compassionate, and persuasive
- Ability to work an unconventional schedule, including Friday evenings and some holiday hours.
- Within two years of hire, must attend an employer-paid two-week out-of-town Clubhouse training program.

Qualifications:

- Bachelor's degree in a human service field and at least 1 year of experience working in a direct service capacity or,
- A combination of work or equivalent level of education, work and/or life experience.
- Enjoys and is experienced in preparing nutritious meals.
- Knowledge of Jewish traditions and culture is a plus, not required.
- A satisfactory current Pennsylvania Criminal History report is required for employment, as well as a valid PA driver's license, satisfactory driving record and proof of car insurance.
- Ability to lift 15 pounds and be active most of the day.

The Branch is an Equal Opportunity Employer

Applicants should send resume and cover letter to: ngale@thebranchpgh.org.