

Help Wanted: For new day program in Wapello

Program Administrator

Responsible for coordinating, documenting and monitoring client programming and services; provide direction and supervision to staff.

Requirements: Bachelor's Degree in Social Work, human services, health care, related field or 5 years of related experience. 3 years of supervisory/management experience and good communication skills

Direct Support Professional

Responsible to provide daily activities and individual training to participants.

Requirements: High School Diploma or GED, Drivers License & proof of Insurance. Experience working with persons with disabilities helpful. Ability to function independently with minimal supervision required.

HOPE HAVEN AREA DEVELOPMENT CENTER

**Apply in person at The Administration Office,
1307 Broadway, West Burlington
Drug Free Work Environment EEO/AA
NO PHONE CALLS PLEASE!**