



HMEA Career Opportunities

To apply for any of HMEA's positions please email your application and resume to Jobs@HMEA.org

Date Posted: July 23, 2015	
JOB TITLE	HOURS/LOCATIONS
RESIDENTIAL PROGRAMS:	
Residential East	
Float Support Staff - 40 hours	Attleboro, Franklin, Norfolk, Medway Float Support Staff: Flexible Schedule
Awake Overnight Support Staff-40 hours	Monday, Tuesday, Wednesday, Thursday 11:30pm-9:30am Norton, MA
Support Staff- 16 hours	Saturday 9:00am-5:00pm, Sunday 12:00pm-8:00pm Norton, MA
Support Staff- 8 hours <i>Female applicants encouraged to apply</i>	Saturday 12:00pm-8:00pm North Attleboro, MA
Support Staff- 12 hours <i>Female applicants encouraged to apply</i>	Saturday 3:00pm-11:00pm, Monday 5:00pm-9:00pm North Attleboro, MA
Residential South	
Program Manager- 40 hours	To Be Determined Schedule Franklin, MA
Float Support Staff- 40 hours	Float between Attleboro, Franklin, Taunton, Swansea, Fall River
Asleep Overnight Support Staff- 40 hours	Sunday, Monday, Tuesday, Wednesday, Thursday 11:00pm-9:00am Franklin, MA
Support Staff- 28 hours <i>Female applicants encouraged to apply</i>	Saturday 9:00am-3:00pm, Sunday 5:00pm-11:00pm, Monday/Friday 3:00pm-11:00pm Franklin, MA
Personal Support Staff – 12.5 hours <i>Female applicants encouraged to apply</i>	Saturday 6:00pm-10:00pm, Sunday 9:30am-2:00pm, Monday 5:00pm-10:00pm Franklin, MA
Awake Overnight Support Staff- 30 hours <i>Female applicants encouraged to apply</i>	Thursday/Friday/Saturday 11:00pm-9:00am Franklin, MA
Awake Overnight Support Staff 30 hours <i>Female applicants encouraged to apply</i>	Thursday/Friday/Saturday 11:00pm-9:00am Franklin, MA
Support Staff- 40 hours	Saturday 9:00am-5:00pm, Sunday, Wednesday, Thursday, Friday 3:00pm-11:00pm Franklin, MA

Residential West	
Float Support Staff- 40 hours	Schedule to be determined Grafton, Gardner, Northbridge, Oxford and Douglas
Assistant Manager -40 hours	Friday, Saturday, Sunday, Monday, Tuesday 2:30pm-10:30pm Northbridge
Support Staff- 40 hours <i>Male applicants encouraged to apply</i>	Sunday, Monday, Tuesday, Wednesday 11:00pm-9:00am Oxford, MA
Support Staff- 20 hours	Saturday 8:30am-1:30pm, Sunday 8:30am-3:30pm, Monday 3:00pm-7:00pm, Tuesday 3:00pm-8:00pm Oxford, MA
Personal Support Staff- 8 hours <i>Female applicants encouraged to apply</i>	Saturday/Sunday 6:00pm-10:00pm Oxford, MA
Support Staff- 40 hours <i>Female applicants encouraged to apply</i>	Saturday, Sunday, Monday, Tuesday, Friday 2:30pm-10:30pm Grafton, MA
Program Manager- 40 hours	Monday 11:00am-7:00pm, Tuesday 9:00am-5:00pm, Wednesday 10:00am-6:00pm, Thursday 12:00pm-8:00pm, Friday 9:00am-5:00pm North Grafton, MA
Program Manager- 40 hours	Sunday 9:00am-5:00pm, Monday 10:00am-6:00pm, Tuesday 12:00pm-8:00pm, Wednesday 9:00am-5:00pm, Thursday 3:00pm-11:00pm Gardner, MA
Support Staff- 12 hours	Saturday/Sunday 5:00pm-11:00pm Gardner, MA
Personal Support Staff- 6 hours	Friday, Saturday, Sunday 7:00pm-9:00pm Gardner, MA
Residential North	
Support Staff- 32 hours	Saturday 12:30pm-10:30pm, Sunday 8:30am-2:30pm, Thursday/Friday 2:30pm-10:30pm Holliston, MA
Support Staff- 5 hour	Sunday 6:00pm-11:00pm West Boylston, MA
Support Staff- 18 hours	Friday 3:00pm-9:00pm, Saturday 5:00pm-11:00pm, Sunday 9:00am-3:00pm Littleton, MA
Support Staff- 15 hours	Monday- Friday 6:00am-9:00am Littleton, MA
Support Staff- 12 hours (New)	Saturday, Sunday 9:00am-3:00pm Littleton, MA
DAY SERVICES/EMPLOYMENT	
<p>GENERAL STATEMENT OF DUTIES: Promote the values, dreams and potential of individuals with developmental disabilities through education, support and meaningful activities.</p> <p>MINIMUM QUALIFICATIONS: High school diploma or equivalency. One year experience working with people with developmental disabilities. Valid driver's license. Acceptable driving status, as determined by HMEA insurance company. Use of reliable vehicle, which seats two passengers. Additional specific experience may be required, depending on the needs of the individuals supported. Must be able to perform personal care assistance to the individuals supported in the program.</p>	
Support Specialist- 35 hours	<ul style="list-style-type: none"> 35 hours Monday-Friday 9:00am-4:00pm <p>Location: Plainville Day Habilitation Center 1 Wilkins Drive. Plainville, MA</p>

Support Specialist – 35, 40 hour	<ul style="list-style-type: none"> • 33.5 hour Monday, Tuesday, Thursday, Friday 8:30am-3:00pm Wed 8:30a-4:00p • 32.5 hour Monday- Friday 8:30am-3:00pm Location: Millbury Day Habilitation Center 6 Latti Farm Road. Millbury, MA
Support Specialist- 30 hours	<ul style="list-style-type: none"> • 30 hour Monday- Friday 8:30am-2:30pm Location: Millbury Employment Center 6 Latti Farm Road. Millbury, MA
Support Specialist- 37.5 hours <i>Male</i> <i>applicants encouraged to</i> <i>apply</i>	<ul style="list-style-type: none"> • (2)37.5 hour Monday-Friday 8:30am-4:00pm Location: Sterling Day Habilitation Center 3 Bartlet’s Pond Way. Sterling, MA
Support Specialist 30 hours	<ul style="list-style-type: none"> • 30 hours: Monday-Friday 8:30am-2:30pm Location: Sterling Employment Center 3 Bartlet’s Pond Way. Sterling, MA

Sterling Employment Center Unit Supervisor- 40 hours [3 Bartlet’s Pond Way. Sterling, MA](#)

- Hire, train, and supervise support staff
- Develop schedules and opportunities for work, volunteer and/or community activities that are appropriate and meaningful to the individuals supported
- Assist with the development and implementation of ISP goals and objectives, behavior support strategies and therapy services for individuals supported
- Complete written documentation (including assessments and evaluations), reports and records in a timely and professional manner
- Manage program and consumer funds in accordance with HMEA policies and procedures
- Assist Program Supervisor in administrative planning

Qualification:

Bachelor's degree in related field preferred; experience may be considered in lieu of degree with approval of Vice President
 Three or more years’ experience working in related field
 Previous supervisory experience preferred
 Valid driver's license; Acceptable driving status as determined by HMEA insurance company
 Use of a reliable vehicle which seats two passengers

Developmental Specialist- 40 hours Monday- Friday [Plainville Day Habilitation Center](#)

Coordinate the design and delivery of specific individualized services to assigned individuals with the goal of community integration.

Qualifications:

- Bachelor’s degree in Psychology, Special Education, or related field
- Two year’s experience working with people with developmental disabilities
- One year supervisory experience
- Valid driver’s license; Acceptable driving status as determined by HMEA insurance company

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CHILDREN'S SERVICES

Board Certified Behavioral Analyst, BCBA [Boston, MA](#)

The position is responsible for overseeing a caseload of children, aged 2-22 years. Responsibilities include assessing skill levels and behavioral support needs, designing and developing teaching programs to address skill acquisition targets, and developing behavioral support plans as needed. The position is also responsible for training staff in the provision of the direct services, monitoring for quality control, data analysis, and consulting with families and other professionals

We are seeking Master's level candidates for this position who have demonstrated experience working with children

with autism. We are seeking candidates who have their BCBA or who are eligible to sit for the exam.

<p>Behavior Therapist- multiple openings due to expansion.</p>	<p>Seeking motivated individuals with experience working with children with autism/PDD to be home-based ABA instructors. Full and part time opportunities in the Boston, South East and Central MA.</p> <p><i>Qualifications:</i></p> <ul style="list-style-type: none">* Bachelor's degree in related field is required for FT employees* Vehicle required* Experience with ABA is preferred
<p>Board Certified Behavior Analyst, BCBA – 40 hours</p>	<p>The position is responsible for overseeing a caseload of children, aged 2-22 years. Responsibilities include assessing skill levels and behavioral support needs, designing and developing teaching programs to address skill acquisition targets, and developing behavioral support plans as needed. BCBA will be training staff in the provision of the direct services, monitoring for quality control, data analysis, and consulting with families and other professionals.</p> <p><i>Requirements:</i></p> <ul style="list-style-type: none">* Master's Degree* Demonstrated experience working with children with autism* BCBA <p>We offer a collegial atmosphere where behavior analysis learning is supported. Competitive salary with a full benefit package. Travel within a designated region is required on a daily basis. Schedule may include 2-3 late afternoons weekly; must be able to work up until 6PM. Location: Central Mass, Southeast MA</p>

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