



UPDATED: August 30, 2017

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## Openings in Residential

- Do you know someone who is looking for a job?
- Do you work part time and would like extra hours?

### RESIDENTIAL COUNSELORS

There are **full-time** and **part-time** residential positions available. Scheduled hours may be first, second or third shift.

**Salary:** *Awake rate*, during probation, without Medication Certification, \$12.50 per hour. With Medication Certification and BARC Pass and Pour \$13.20; *Asleep rate*, \$10.10 per hour. **Substitute rate**, \$12.00 per hour without Medication Certification. With Medication Certification and BARC Pass and Pour \$12.25.

**Job Summary:** Responsible for the care and safety of individuals in apartment or house settings. Help individuals achieve goals of independence through teaching and/or assisting with activities of daily living and community skills, including meal preparation, transportation, fulfilling household chore responsibilities and working with a team of staff for these purposes. Some physical requirements such as lifting and cleaning are required.

**Requirements:** High school diploma or equivalent and valid Connecticut state driver's license is required. Must be able to obtain DDS medication certification upon hire. Experience preferred.

**Benefits:** **FT:** Paid vacation, sick, personal and holiday, Medical, Dental and Life Insurance. **PT:** Pro-rated vacation, accrued sick time.

## Huntington Woods 2

**HW2 #20:**

**PART-TIME**  
24.5 hours/week

**Sat, Sun:** 2p-6p  
**Mon, Thurs, Fri:** 2:30p-8p

Posted: 4/19/17

# Openings in Residential (Continued)

## Beemix

<p><b><u>BM-224 #1</u></b></p> <p><b><u>PART - TIME</u></b> 17.5 hours/ week</p> <p><b><u>Mon-Fri:</u></b> 6:30a-10a</p> <p>Posted: 8/28/17</p>	<p><b><u>BM- 224 #4</u></b></p> <p><b><u>PART TIME</u></b> 17 hours/ week</p> <p><b><u>Sat:</u></b> 8a-4:15p <b><u>Sun:</u></b> 8a-4:45p</p> <p>Posted: 6/20/17</p>	<p><b><u>BM-225A</u></b></p> <p><b><u>PART TIME</u></b> 15 hours/ week</p> <p><b><u>Mon-Fri:</u></b> 6:30a-9:30a</p> <p>Posted: 7/12/17</p>
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## Maple Falls

<p><b><u>MPL #3</u></b></p> <p><b><u>FULL-TIME</u></b> 40 hours/week</p> <p><b><u>Sun-Thurs:</u></b> 3p-11p</p> <p>Posted: 6/20/17</p>	<p><b><u>MPL #6</u></b></p> <p><b><u>PART-TIME</u></b> 16 hours/week</p> <p><b><u>Fri, Sat:</u></b> 3p-11p</p> <p>Posted: 8/28/17</p>	<p><b><u>MPL #7</u></b></p> <p><b><u>PART-TIME</u></b> 20 hours/week</p> <p><b><u>Mon-Fri:</u></b> 4p-8p</p> <p>Posted: 8/28/17</p>
<p><b><u>FB #4</u></b></p> <p><b><u>PART-TIME</u></b> 10 hours/ week</p> <p><b><u>Sat:</u></b> 5p-11p <b><u>Sun:</u></b> 4p-8p</p> <p>Posted: 6/20/17</p>	<p><b><u>FB #5</u></b></p> <p><b><u>PART-TIME</u></b> 10 hours/ week</p> <p><b><u>Mon-Fri:</u></b> 7a-9:30a</p> <p>Posted: 6/20/17</p>	

# Openings in Residential (Continued)

## Boy Street

<p><b><u>BS #6</u></b></p> <p><b>PART-TIME</b> 17.5 hours/ week</p> <p><b>Mon-Fri:</b> 6:30a-10a</p> <p>Posted: 3/2/17</p>	<p><b><u>BS #8</u></b></p> <p><b>PART-TIME</b> 15 hours/ week</p> <p><b>Sat-Sun:</b> 4p-11:30p</p> <p>Posted: 6/20/17</p>	<p><b><u>BS #10</u></b></p> <p><b>PART-TIME</b> 20.5 hours/ week</p> <p><b>Sun:</b> 4p-9:30a <b>Mon:</b> 3p-11:30p <b>Fri:</b> 2p-8:30p</p> <p>Posted: 8/28/17</p>
<p><b><u>BS #11</u></b></p> <p><b>PART-TIME</b> 28 hours/week (AWAKE)</p> <p><b>Sat &amp; Fri:</b> 11:15p-8:15a <b>Sun:</b> 11:15p-9:15a</p> <p>Posted: 5/24/17</p>	<p><b><u>BS #12</u></b></p> <p><b>PART-TIME</b> 28 hours/ week (AWAKE)</p> <p><b>Fri-Sat:</b> 11:15p-8:15a <b>Sun:</b> 11:15p-9:15a</p> <p>Posted: 3/2/17</p>	

## Peck Lane

<p><b><u>PL</u></b></p> <p><b>PART-TIME</b> 14 hours/week</p> <p><b>Sat:</b> 3:30p-10p <b>Sun:</b> 8a-3:30p</p> <p>Posted: 8/28/17</p>	<p><b><u>PL</u></b></p> <p><b>PART-TIME</b> 15 hours/week</p> <p><b>Mon-Fri:</b> 7a-10a</p> <p>Posted: 1/6/17</p>
<p><b><u>PL</u></b></p> <p><b>FULL-TIME</b> 37.5 hours/week</p> <p><b>Sat/Sun:</b> 8a-3:30p <b>Mon-Wed:</b> 2p-9:30p</p> <p>Posted: 8/28/17</p>	

# Openings in Residential (Continued)

## Max

<p><b><u>8M-240</u></b></p> <p><b><u>PART-TIME</u></b> 16 hours/ week</p> <p><b><u>Sat:</u></b> 8a-4p <b><u>Sun:</u></b> 8a-4p</p> <p>Posted: 10/4/16</p>	<p><b><u>9M - 210</u></b></p> <p><b><u>FULL-TIME</u></b> 37.5 hours/ week (AWAKE)</p> <p><b><u>Mon-Fri:</u></b> 11:15p-6:45a</p> <p>Posted: 4/19/17</p>
<p><b><u>11M - 240</u></b></p> <p><b><u>PART-TIME</u></b> 12.5 hours/ week</p> <p><b><u>Mon-Fri:</u></b> 6:30a-9a</p> <p>Posted: 4/19/17</p>	<p><b><u>12M -240</u></b></p> <p><b><u>PART-TIME</u></b> 12.5 hours/ week</p> <p><b><u>Mon-Fri:</u></b> 6:30a-9a</p> <p>Posted: 06/27/16</p>
<p><b><u>15M - 240</u></b></p> <p><b><u>PART-TIME</u></b> 14 hours/ week</p> <p><b><u>Sat-Sun:</u></b> 2p-9p</p> <p>Posted: 12/2/16</p>	<p><b><u>16M - 240</u></b></p> <p><b><u>PART-TIME</u></b> 12.5 hours/ week</p> <p><b><u>Mon-Fri:</u></b> 6:30a-9a</p> <p>Posted: 12/2/16</p>

## Huntington Woods 1

<p><b><u>HW1 #16</u></b></p> <p><b><u>PART-TIME</u></b> 16 hours/week (AWAKE)</p> <p><b><u>Fri/Sat:</u></b> 10:30p-6:30a</p> <p>Posted: 01/04/16</p>	<p><b><u>HW 1#21</u></b></p> <p><b><u>PART-TIME</u></b> 17.5 hours/ week</p> <p><b><u>Mon-Fri:</u></b> 6:30a-10a</p> <p>Posted: 4/19/17</p>
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# Day Program Openings

## DAY PROGRAM LPN — PT

390 Lake Ave

**Part-Time:** 15 hrs/wk.**Tuesday/Wednesday/Thursday: 9a-2p**

**Job Summary:** Assists with the medical care of individuals in the Day Program. The LPN provides trainings and inservices under the policies, directives and goals established by the Executive Director, the Board of Directors and DDS guidelines. The LPN assists the Registered Nurse as a professional liaison between the Agency, the public / private agencies that relate to BARC.

**Requirements:** At least one year experience as an LPN in related field. Organizational experience. Working knowledge of DDS and related training requirements and regulations. Working knowledge of computers preferred. Possesses a valid state driver's license, a satisfactory driving record and reliable transportation. Participates in or attends all required inservices.

**Benefits:** Paid Sick, Vacation, 401K also available.

Posted: 12/30/16

## 1:1 DAY SERVICE INSTRUCTOR — PT

390 Lake Ave.

**Part-time:** 30 hrs/wk**Monday-Friday: 9am-3pm**

**Job Summary:** Work with an individual with physical and developmental disabilities in an adult day program setting. Lifting and transporting of the individual is required.

**Requirements:** High school diploma or equivalent. A valid CT state driver's license is required. Experience preferred. Must be able to obtain DDS medication certification and PSL upon hire.

**Benefits:** Paid Sick, Vacation, 401K also available.

Posted: 8/28/17

## DSO INSTRUCTOR—FT (4 openings)

390 Lake Ave.

**Full-time:** 37.5 hrs/wk**Monday-Friday: 8:30am-4p**

**Job Summary:** Work with individuals with physical and developmental disabilities in an adult day program setting. Lifting and transporting of individuals is required.

**Requirements:** High school diploma or equivalent. A valid CT state driver's license is required. Experience preferred. Must be able to obtain DDS medication certification and PSL upon hire.

**Benefits:** Paid Sick, Vacation, Personal, Holiday. Medical, Dental and Vision (employee/employer paid). Life Insurance and 401K also available.

# Day Program Openings (Continued)

## **ASSISTANT DIRECTOR OF DAY SERVICES—FT (2 openings)**

There are (2) Assistant Director of Day Service positions available. (1) is located at Jerome Avenue and (1) is located at Lake Avenue.

**Full-time:** 37.5 hrs/wk

**Monday-Friday: 8:30am-4:30p**

**Job Summary:** The Assistant Director reports to the Director of Day Services and is charged with assisting the Director with the overall operation of the Bristol Adult Resource Center programs. The Assistant Director is responsible assisting the director with a variety of functions that include but are not limited to:

- Overseeing quality assurance, trainings and in-services under the policies, directives and goals established by the Executive Director and the Board of Directors.
- Along with the Director, the Assistant Director serves as a professional liaison between the Agency, the members, and the public / private agencies served by the Bristol Adult Resource Center.
- Ensures that all records are properly maintained.
- Actively participates in the development of program standards, content, objectives and goals.

### **Requirements:**

At least two years' experience in one of the following or related fields: education, social work, sociology, public health, business administration, vocational rehabilitation, developmental disabilities. Working knowledge of DDS and related training requirements and regulations. Working knowledge of computers preferred. Participates in or attends all required in-services

**Benefits:** Paid Sick, Vacation, Personal, Holiday. Medical, Dental and Vision (employee/employer paid). Life Insurance and 401K also available.

Posted: 8/28/17

## **DAY SUPPORT OPTIONS (DSO) MANAGER**

**390 Lake Ave.**

**Full-time:** 37.5 hours per week

**Monday-Friday, 8:30a-4:30p**

**Job Summary:** The Bristol Adult Resource Center is seeking a DSO Manager. This position manages one of BARC's Day Support Options Program at the Lake Avenue location. DSO Manager builds and leads the professional team who executes the services of BARC. DSO Manager assists the Director of Day Services as a professional liaison between the agency, individuals, families, members, and the public / private agencies served by the non-profit.

**Experience:** At least two years experience with adults with developmental disabilities. Two years of supervisory/management experience. Experience in community organization, public relations, and program planning. Experience in planning and implementing programs and services. Experience in leading professional and volunteer workers or equivalent combination of education and experience. Working knowledge of computers for email, word processing, electronic data collection, etc.

**Requirements:** A valid state driver's license, a satisfactory driving record and reliable transportation. Attends and participates in all required in services

**Benefits:** Paid Sick, Vacation, Personal, Holiday. Medical, Dental and Vision (employee/employer paid). Life Insurance and 401K also available.

# Day Program Openings (Continued)

## FOOD SERVICE INSTRUCTOR – FT

621 Jerome Ave.

**FULL TIME:** 37.5 hours per week.

**Monday—Friday, 8:30a-4p**

**JOB SUMMARY:** Train and supervise people with developmental disabilities in restaurant skills including kitchen work and waiting on customers. Ability to short order cook. Periodically shop for Dining Room supplies. Some record keeping required.

**Requirements:** High school diploma or equivalent. A valid CT state driver's license is required. Experience preferred.

**Benefits:** Paid Sick, Vacation, Personal, Holiday. Medical, Dental and Vision (employee/employer paid). Life Insurance and 401K also available.

Posted: 6/20/17

## FOOD SERVICE INSTRUCTOR – PT

621 Jerome Ave.

**PART TIME:** 30 hours per week

**Monday—Friday, 9a-3p**

**Job Summary:** Train and supervise people with developmental disabilities in restaurant skills including kitchen work and waiting on customers. Ability to short order cook. Periodically shop for Dining Room supplies. Some record keeping required.

**Requirements:** High school diploma or equivalent. A valid CT state driver's license is required. Experience preferred.

**Benefits:** Paid Sick, Vacation, 401K also available.

Posted: 6/20/17

## SUBSTITUTE INSTRUCTORS NEEDED

**Job Summary:** Work with adults with physical and developmental disabilities in a variety of program settings.

**Requirements:** High school diploma or equivalent. Must be 18 or older to apply. Experience preferred. \*\*\*Residential substitutes are required to have a valid Connecticut driver license \*\*\*

**Bristol Adult Resource Center**  
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**Apply: M-F, 8:30a—4p**

**AA/EOE - Affirmative Action/Equal Opportunity Employer**