

BIG LAKES DEVELOPMENTAL CENTER, INC.

POSITION OPENINGS

RANGE I

- **WORK ENRICHMENT TRAINER:** Responsibilities include training and supervision of clients in job related activities, personal care, client programming and record maintenance. Part-time position, 20 hours per week, Monday through Friday, 8:00 a.m. to 12:00 p.m.. KPERS eligible position. (DWE003)
- **WORK SUPERVISOR:** Responsibilities include training and supervision of clients in job related activities, personal care, client programming and record maintenance. **Full time, 37.5** hours per week, Monday through Friday. Benefit package includes health, dental and life insurance, paid leave, and KPERS. (DWP005)

RANGE II

- **RESIDENTIAL ADVISOR:** Responsible for providing personal care, supervision and training, record keeping, transportation, and light household maintenance. These positions are part-time (alternating weekends). Shifts depend upon location. Overnight stay may be required with some positions.
 - Part-time, Monday through Friday, 6:00 a.m. to 8:00 a.m. (RBB009)
 - Part-time, Friday at 3:30 p.m. to Saturday at 6:00 p.m. Alternate weekends. Overnight stay required. (RCO002, RLK007, RSB013, RSB006, RGE002)
 - Part-time, Saturday at 6:00 p.m. to Sunday at 8:30 p.m. Alternate weekends. Overnight stay required. (CBL004)
 - Part-time, Monday through Friday, 6:00 a.m. to 8:00 a.m. and 4:00 p.m. to 8:00 p.m., 30 hours per week. KPERS eligible. (RLK002)
 - Part-time, Saturday and Sunday, 26-30 hours per weekend, alternating weekends. (Hours depend upon location). (RCO006, RGE008, RZD005)
 - Part-time, Saturday and Sunday 12:00 p.m. to 5:00 p.m., alternating weekends. (RCX004)
 - Part-time, Tuesday through Friday from 4:30 p.m. to 7:30 p.m. and Saturday from 5:00 p.m. to 8:00 p.m., 15 hours per week. (RSB012)
 - Part-time, Monday through Friday from 4:30 p.m. to 7:30 p.m., 15 hours per week. (RPT006)

Minimum qualifications (unless otherwise stated) include high school diploma or equivalent, three years driving experience, and a good driving record. Pre-employment drug screening is required. Other positions may be available and not listed. If you are interested in a transfer, provide a written request to Lugen Lutz, Human Resources Director.