December 10, 2019

BERGEN COUNTY SPECIAL SERVICES

ANNOUNCEMENT: POSITION OPENING

The Board of Education is seeking applications for the 2019-2020 school year for the following position:

ADULT SERVICES INSTRUCTOR
(12 Months – Non-certificated)
WOOD-RIDGE ADULT TRAINING CENTER

Qualifications:
1. High School diploma.
2. A minimum of three (3) to five (5) years’ experience in a related field.
3. A minimum of three (3) years’ experience working directly with, or providing services to individuals with disabilities.
4. Ability to demonstrate positive and effective oral and interpersonal communication skills and be computer literate.
5. Ability to develop curriculum and provide group instruction for a DDD Medicaid approved day program – preferred.
6. Ability to develop volunteer and career exploration activities; experience developing curriculum and instructional methods – preferred.
7. Experience with instruction that include day rehabilitation, prevocational community instruction, and career planning.
8. Must be able to perform physical work and help with direct personal care, assistance, which requires frequent bending and lifting.
9. Must possess a New Jersey CDL, or obtain one within six (6) month, from date of hire.
10. Must possess and maintain a vehicle which is insured and registered in the State of New Jersey.
11. New Jersey residence with one (1) year from date of hire.


Applicants for this position are asked to submit a letter of interest with a current resume to:

Gary P. Hall
Director of Human Resources
Bergen County Special Services
540 Farview Avenue
Paramus, NJ 07652
Fax: 201-265-5785 or e-mail: jeafor@bergen.org

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

Please post from December 10, 2019 through December 20, 2019

GPH/jf
C: Presidents, Employee Associations

PCN# 05-43-18/btc