



Activities of Daily Living (ADL) Counselor, Part-Time (Locations in Port Jefferson, Medford, Huntington, Oakdale and East Islip)

The ADL Counselor provides various support services to the residents and is responsible for training and assisting residents in the activities of daily living.

Responsibilities

- Participate in the development of individual service plans and monitor plan objectives.
- Assist residents with skills needed to engage in the community, daily, such as arranging and being prepared for transportation, delivering services directed at grooming and hygiene, providing one on one direction with laundry when needed, etc.
- Maintain a neat, clean, and organized household.
- Provide information regarding community resources and orient residents to the local area.
- Intervene in situations regarding immediate attention to ensure the safety of the residents.
- Conduct regular group meetings covering various topics that pertain to life skills.
- Train and assist residents with development of laundry and household cleaning skills.
- Train and assist residents with personal hygiene and site maintenance objectives.
- Identify and work to appropriately resolve any health and safety issues at residential sites.
- Assist residents with budgetary and money management skills.
- Notify the Community Residence Supervisor/Program Manager of any medical or psychiatric emergency.
- Any other relevant task as assigned by management.

Qualifications and Requirements

- High school diploma or equivalent.
- A valid driver's license for at least 3 years.
- Access to a car, proper car insurance, and a safe driving record. The employee uses his or her own vehicle for transportation between sites and is reimbursed for mileage.

Work Schedule

Saturday & Sunday, 9:00 AM – 5:00 PM (Every weekend)

Benefits

Part Time Employees are eligible for:

- Vacation Leave
- Sick Leave
- 403(b) retirement plan with employer match

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Fax your resume to: **(631) 361-7087**

E-mail your resume to: jobs@optionscl.org

For more information, call **(631) 361-9020 ext. 1105**