



## **Temporary Assistant Supervisor (Mental Health Program, Suffolk County, NY)**

The Temporary Assistant Supervisor provides various case management and support services to residents and is responsible for training and assisting residents in the activities of daily living. The Temporary Assistant Supervisor is also responsible for directly assisting the Program Supervisor in the day-to-day household management of the program site, as well as management of client accounts. The approximate length of this assignment is between four to six months.

### **Qualifications**

- At least one-year experience working in a setting with people with mental illness.
- Must be a high school graduate or the equivalent.
- Bachelor's degree preferred.

### **Work Schedule**

Monday/Wednesday/Friday      7:00 AM – 3:00 PM  
Tuesday/Thursday              12:00 PM – 8:00 PM  
(1 weekend day per month)

### **Benefits**

Full-time Employees are eligible for:

- Medical, Dental, and Vision Insurance
- Tuition Assistance
- Flexible Spending Account
- Long-term and Short-term Disability
- Supplemental Specified Illness Coverage
- Supplemental Hospitalization Coverage
- Life Insurance
- 4 Personal Days, 10-22 Vacation Days, 8 Sick Days, 10 Paid Holidays-yearly
- 403(b) retirement plan with employer match

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