

**CROSSROADS CSB VACANCY ANNOUNCEMENTS FOR WEBSITE AND INTERNAL POSTING**

**October 9, 2018**

**An Agency application must be submitted for all positions. Send application to Crossroads Community Services P.O. Drawer 248, Farmville VA 23901 or visit the website at: [www.crossroadscsb.org](http://www.crossroadscsb.org) or call 434-392-7049. For all positions: Salary commensurate with qualifications and excellent fringe benefits. Crossroads CSB is also an approved site for the National Health Service Corps Loan Repayment Program.**

*Crossroads Community Services is an Equal Employment Opportunity Employer*

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**Licensed Therapists (2)** – These **Full Time positions** (Amelia and Farmville, VA locations) will provide a full array of mental health and substance abuse treatment including assessment, crisis intervention, individual and group therapy. Incumbent must be licensed in Virginia as Clinical Psychologist, LCSW, or LPC. Must also possess previous experience in similar setting providing therapy services as required. (Position #2055)

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**Community Support Specialist** – This full time position will provide training and support services to individuals with mental health and/or substance abuse. Responsibilities include documenting and evaluating progress of individuals receiving support services, and providing training and support in personal care, home and community living, and behavior management skills. This position reports to and receives supervision from the Supported Living Program Senior Case Manager. Staff shall be hired with the goal of becoming welcoming, recovery-oriented, and co-occurring competent to engage all individuals receiving services in empathetic and hopeful relationships in an effort to help them address multiple issues successfully and shall support agency efforts to accomplish this. A Bachelor’s degree and experience in a related field is required. (Position #2095)

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**Psychosocial Rehabilitation Program – Assistant (Full-Time)** – This position is responsible for the financial reimbursement and program coordination activities for the psychosocial rehabilitation programs. The position is directly responsible and accountable to the Mental Health Day Program Director. Knowledge of business management practices, organizational management and preparation of statistical reporting required. Strong written and oral communication skills preferred. The ideal candidate will possess capabilities in secretarial/clerical, computer skills and bookkeeping. A valid Virginia Driver’s license is required. A flexible schedule will also be required to meet the needs of the Program (Position 2045)

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**Training Specialists (6) – Day Support Programs-** These **part-time and full-time** positions are at the following two Virginia locations: Charlotte Court House and Kenbridge. These positions will involve working with individuals who have intensive support needs and behavioral challenges and will provide day support in independent living skills and vocational skills to adults with intellectual and developmental disabilities as well as keeping accurate and timely records. High School diploma or equivalent is required along with a valid Virginia Driving License. Salary based on qualifications

(minimum is \$12.06 per hour). (Position #2085)

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**Part-Time Secretary/Reimbursement Clerk** – This position will handle secretarial, administrative and reimbursement services within our Clinics. The position will include duties as receptionist, clinic secretary and reimbursement clerk. Excellent office, organizational communication and interpersonal skills are required. A valid Virginia Driver’s license is required (Position #1930)

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**SUPPORTED EMPLOYMENT – PROGRAM MANAGER** – This full-time position located in Farmville, VA will supervise an existing Program that supports individuals with special needs to complete contracts in the community through community work crews and individual job placements, to include assessments, job development and training, and long term follow-up. Extensive experience with time and motion studies and/or contract pricing required. Knowledge of Department of Aging and Rehabilitation Services, CARF, and DBHDS Employment Waiver Services required. Experience working with individuals with mental illness and developmental disabilities required. Minimum Bachelor’s Degree in related field and 3 + years of supervisory/managerial experience required. (Position # 1940)

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**REGISTERED NURSE (RN)/LICENSED PRACTICAL NURSE (LPN)** – This full-time position is located in Farmville, VA and is responsible for direct nursing care under the instructions of a licensed Physician or Nurse Practitioner. Duties will include assessment, counseling and monitoring of mental health clients, ID/DD individuals and Substance Abuse consumers. The position requires close coordination with the Psychiatrists and Nurse Practitioners for the purpose of patient monitoring, patient scheduling and injections and dispensing of medications. Knowledge of the following is preferred: DD/ID services and substance abuse services and programs; psychiatric disorders; psychotropic medication usage and side effects in children, adolescents and adults; and principles, practices and standards of professional psychiatric nursing. Skills in the following are required: effective oral and written communication skills, strong interpersonal skills, and exceptional organizational skills. A license as a Licensed Practical Nurse (LPN) or as a Register Nurse (RN) is required and experience in psychiatric nursing, counseling and treatment planning is preferred. Limited travel to our local clinics may be required. (Position #1945)

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**Crew Supervisors/Job Coach (3)** – These full-time positions provide direct training and support services to individuals with intellectual and developmental disabilities receiving services from CCSB within our Day Support Programs. Responsibilities include developing and modifying individual service plans, documenting and evaluating progress, supervising consumers, and providing training in personal care, home living, community living, pre-vocational, vocational, and behavior management skills. The incumbents must possess a High School Diploma or GED, must be available to work a flexible schedule, must maintain a dependable attendance record and possess a valid Virginia Driver’s license and an acceptable driving record. (Position 2065)

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**Licensed Eligible Clinicians – Full time positions** available for Licensed Eligible Clinicians. The positions will allow clinicians the opportunity to work with both adults and adolescents in our various Clinics and Day Support Programs. Responsibilities may include conducting intake assessments and

reviewing/approving Individual Service Plans. You may also have the opportunity to work with our Emergency Services Department to become a Certified Pre-Screener. You will receive the mentoring and clinical supervision required to advance your career. (Position #2075)

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**IT Specialist** – Ideal candidate will have a minimum of 10 years hardware and software experience. Related IT Degree preferred. Knowledge of phone systems, web based systems, pc networking, and complex system integration preferred. Extensive experience with complicated software applications. Electronic Health Record experience preferred. Knowledge of DHCP, DNS, standard IPv4 information, and WIFI. Position will support multiple satellite offices. Must be self-motivated with strong work ethic and be an effective communicator with non-technical personnel. A+ or Net+ Certification a plus. (Position #2080)

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