



LOS ANGELES COUNTY
9430 Topanga Canyon Blvd., Suite 103
Chatsworth, CA 91311

Posting Dates	Job Title	Brief Description	Qualifications	Contact
8/23/10	Office Assistant Part Time ONLY No opportunity for full time	Chatsworth Position will include a variety of office tasks, accounts payable, payroll, filing, switchboard, ordering supplies, creating correspondence and flyers. Approximately 20 hours a week 5 hours per day, Monday through Friday. Start and stop times flexible.	Must be able to demonstrate excellent Excel skills able to build spread sheets not just fill in cells. Prior experience using computers including Microsoft Office Word, publisher and Outlook to full extent of their capabilities not just answering email. Experience with creating business documents including composing professional correspondence preferred. BA/BS preferred	OPEN INTERVIEWS FRIDAY AUGUST 27th, 2010 10am-3pm Please bring your resume and come prepared to fill out an application as well. FIRST COME, FIRST SERVE. DO NOT CONTACT EMPLOYER
8/23/10	Residential Program Lead FT	San Fernando Valley Supervise and mentor a staff in of 15 Direct Support Professionals with program enrollments of 100+ participants and provide Support Plan Coordination for 60+ participants in Residential Programs. Manage and coordinate residential services including supported services within the home as well as manage 7 participant apartments in	Please only respond if you meet these qualifications: Applicant MUST live in the San Fernando Valley Area. Applicants must be proficient in Excel, Word and Windows operating systems including Outlook. Knowledge of budget and billing reports. Must be able to communicate effectively, build	Please send your resume directly to: Marian Gamble marian.gamble@pathpoint.org “Residential Program Lead” MUST be in the subject line of your email

		<p>our community independent living program. Open Schedule Required</p>	<p>relationships and write comprehensive reports. Must have prior supervisory experience, experience in social services and/or developmental disabilities, and traditional support plan coordination is a plus. Knowledge of Regional Center and Department of Rehabilitation a plus! BA/BS in related field required. BA/BS Required</p>	
8/23/10	<p>Direct Support Professional Residential and Supportive Services Male Preferred PT</p>	<p>PathPoint has an immediate position for a part time instructor in our Independent Living Program in LA County, with immediate needs in the San Fernando Valley.</p>	<p>Male staff is preferred to provide guidance and support with hygiene and grooming to males receiving services in the program. M-F some weekends/Holidays and on call duty may be required BA/BS preferred</p>	<p>Please send your resume directly to: Marian Gamble marian.gamble@pathpoint.org “Direct Support Professional Residential and Supportive Services Male Preferred PT” Must be in the subject line of your email *Open interviews to be held at a later date, TBD*</p>
8/23/2010	<p>Direct Support Professional ON CALL</p>	<p>Antelope Valley Train and support people with disabilities in their work environment and in the community. Availability M-F 8am-4:30pm</p>	<p>HS/ Previous experience working with people with disabilities/Open Availability/ Bilingual a plus! BA/BS preferred</p>	<p>Please send your resume directly to: Liz Gorski elizabeth.gorski@pathpoint.org “Direct Support Professional/ DSP ON CALL” should be in the subject of your email or fax Fax: 818.885.0816 Please send attention: Christina Rajlal</p>
8/23/2010	<p>Direct Support Professional FT 2 Open Now</p>	<p>Chatsworth Train and support people with disabilities in their work environment and in the community. M-F 8am/4:30pm Full Time 33-40 Hrs per week</p>	<p>HS/ Previous experience working with people with disabilities/Open Availability/ Bilingual a plus! BA/BS preferred</p>	<p>Please send your resume directly to: Randy Scott randy.scott@pathpoint.org “Direct Support Professional/ Day Program FT” should be in the subject of your email.</p>

8/23/2010	Direct Support Professional FT & PT	Long Beach Train and support people with disabilities in their work environment and in the community	HS/ Previous experience working with people with disabilities/Open Availability/ Bilingual a plus! <i>BA/BS preferred</i>	Please send your resume directly to: Gina Nunes gina.nunes@pathpoint.org “Direct Support Professional FT & PT” should be in the subject line of your email

Connecting people, purpose and communities since 1964, the mission of PathPoint is to provide comprehensive training and support services that empower people with disabilities or disadvantages to live and work as valued members of our communities.