



# WEBER Human Services

237 26<sup>th</sup> Street Ogden, Utah 84401 801-625-3658 Fax: 801-778-6878 [www.weberhs.org](http://www.weberhs.org)

## External Employment Opportunities

*We require all applicants to complete our application. Applications available at:*  
237 26<sup>th</sup> Street, Front Desk, Ogden, UT 84401, or print off our website [www.weberhs.org](http://www.weberhs.org)  
Applications can be submitted in person, faxed, or mailed.

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### CLINICAL POSITIONS

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#### **LCSW - Adult Mental Health**

**Full-Time;** \$19.78/hour; Extensive Benefits Package

Closes When Filled

Job #0210-01

#### **DUTIES:**

Manage adult outpatient mental health and/or substance abuse clients, providing individual therapy sessions in accordance with evidenced-based practice. Attend all meetings and trainings relevant to the position. Work with team members in facilitation of groups. Provide regular crisis interventions for clients. Complete clinical documentation in a timely manner and maintain a standard of productivity as set by the Agency and/or contract.

#### **REQUIREMENTS:**

Current Utah LCSW license. Must maintain license by meeting all requirements of licensure including obtaining requisite CEU's. Valid Utah driver license with good MVR.

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Preference will be given to Spanish speaking applicants  
Weber Human Services is an Equal Opportunity Employer and a Drug-Free Workplace  
Must be willing to complete a criminal background check



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## **NON-CLINICAL POSITIONS**

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### **AIDE - Autism**

**Part-Time;** \$8.16/hour (up to 29 hours/week; Monday-Friday)

Closes When Filled  
Job #0000-03

#### **DUTIES:**

Assist in running discreet trial sessions under the direction of the instructor and lead instructor. Keep classroom clean, orderly, and organized. Refer parents to their primary instructor when appropriate. Drive and/or ride in an 18 passenger van as assigned or as needed. Maintain a good driving record. Perform other duties as assigned.

#### **MINIMUM REQUIREMENTS:**

High school graduate/equivalent; 21 years or older. **Valid Utah driver license with good MVR.** Required to complete mandatory trainings offered through the Agency (CPR, 1<sup>st</sup> Aid, MANDT, & Defensive Driving). Experience working with autistic and/or developmentally delayed children a plus.

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### **VOLUNTEER SPECIALIST – RSVP Program**

**Part-Time;** \$11.32/hour (20 hours/week)

Closes When Filled  
Job #0710-01

#### **DUTIES:**

Support the functions and duties of the RSVP Program, to include meeting with and placing new volunteers, assisting in recognition events, recording volunteer hours, and inputting mileage reimbursement. Assist with station site visits, recruitment, marketing, and program performance measurements.

#### **REQUIREMENTS:**

High school graduate/equivalent. Three (3) years experience coordinating volunteers, working in community service, or aging services. Proficient with Microsoft programs: Word, Excel, and Publisher. **Valid Utah driver license with good MVR.**

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## ***VOLUNTEER SPECIALIST – FGP Coordinator***

**Part-Time;** \$11.32/hour (20 hours/week)

Closes When Filled  
Job #0710-02

### **DUTIES:**

Support functions of the Foster Grandparent Program to include assisting with recruitment, public relations, and marketing of the program. Help to enroll and place new volunteers, assist with monthly training meetings, plan recognition events, station site visits, and overall support of volunteers. Input data entry of monthly volunteer hours, stipend checks, and upkeep of volunteer records.

### **REQUIREMENTS:**

High school graduate/equivalent. Three (3) years experience coordinating volunteers, working in community service, marketing, office management, or aging services. Proficient with Microsoft programs: Word, Excel, and Publisher. **Valid Utah driver license with good MVR.**

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## ***AIDE – Youth Respite***

**Part-Time;** \$8.16/hour (flexible hours based on needs of youth and family)

Closes When Filled  
Job #0000-02

### **DUTIES:**

Assist professional team staff in providing respite services to families of seriously emotionally disabled youth ages 0-18. The majority of time will be spent with children doing activities in the community. This position entails being part of a multidisciplinary team working directly with youth, parents, legal guardians, and other community agencies working with youth.

### **REQUIREMENTS:**

High school graduate/equivalent. Minimum 21 years old. Experience working with children and adolescents is helpful. Paraprofessional experience in social work or related field is preferred. **Valid Utah driver license with good MVR.**

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## ***AIDE - Latency***

**Part-Time;** \$8.16/hour (up to 29 hours/week; Monday-Friday)

Closes When Filled

Job #0000-10

### **DUTIES:**

Assist case manager in providing services to clients at the Latency Day Treatment Program including but not limited to skills development services and crisis management; assist in planning, implementing, and running groups; manage difficult student behaviors; work with school and agency team members to provide quality services to clients.

### **MINIMUM REQUIREMENTS:**

High school graduate/equivalent; 21 years or older. **Valid Utah driver license and good MVR.** Required to complete mandatory trainings offered through the Agency (CPR, 1<sup>st</sup> Aid, MANDT, & Defensive Driving). Experience working with developmentally delayed children a plus.

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## ***DRIVER – Nutrition***

**Part-Time;** \$7.31/hour (up to 25 hours/week; Monday-Friday)

Closes When Filled

Job #0000-07

### **DUTIES:**

Load and deliver Meals-on-Wheels, bulk foods, and supplies to congregate meal sites. Make sure needed food items and supplies are loaded into vehicle and that food is packaged in proper containers to keep food at safe temperatures and delivered safely and in a timely manner. Check on well-being of clients. Keep track of and report required vehicle maintenance. Keep vehicle clean, in good running order, and filled with gas. Clean and sanitize food transport containers daily.

### **REQUIREMENTS:**

Minimum 21 years old. **Valid Utah driver license with clean MVR;** prefer one (1) year driving experience. Knowledge of van operation, food safety, and sanitation. Ability to: lift 40-50 pounds, follow written and verbal instructions, establish and maintain good relationships with senior citizens, work in a timely and efficient manner, read route book and learn procedures. Will work in outside environment (driving on various road conditions in extreme weather conditions), but will spend some time in kitchen. Have/obtain food handler's

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permit. Good knowledge of street locations within Weber or Morgan County. Must be in good physical health; able to enter and exit vehicle about 75 times/day.

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**Job Opportunities as of 7-29-2010**