

**CPES JOB OPENING LIST - PHOENIX**

Wednesday - July 28, 2010

Website: [www.cpes.com](http://www.cpes.com)

Address: 2415 W. Huntington Dr., Suite 103, Tempe, AZ 85282 Phone: (602) 431-9511 Office Hrs: Mon-Fri 8 a.m. - 4 p.m.

| JOB #                                     | SITE NAME           | LOCATION    | A.D.     | Posting Date | SPECIFIC JOB REQUIREMENT & SITE NEEDS   | CURRENT SHIFT HOURS OPEN AT SITE  | HRS PER WK |
|---|---------------------|-------------|----------|--------------|---|---|------------|
| <b>DIRECT SUPPORT PROVIDER OPENINGS</b>   |                     |             |          |              |   |   |            |
| 62598                                     | Avalon              | Flagstaff   | Erspamer | 07/21/10     | must meet driving requirements  | Thurs, Fri 3p-11p, Sat 9a-10p, Sun 9a-8p  | 36         |
| 62528                                     | Elliots Crossing    | Tempe       | Bennett  | 05/19/10     | female preferred, must meet driving requirements  | (FLOATER), hours/days vary, must be flexible  | 20-40      |
| 62637                                     | Liberty             | Phoenix     | Erspamer | 07/07/10     | must meet driving requirements, must know how to swim                                     | Tue-Fri 2p-10p, Sun 8a-4p   | 40         |
| 62629                                     | Lucia               | Phoenix     | Erspamer | 06/30/10     | Female, must meet driving requirements  | Sun-Wed 11p-9a  | 40         |
| 62633                                     | East Valley/Central | Phoenix     | Erspamer | 06/30/10     | must meet driving requirements  | (RELIEF) Hours will vary. Must be available for weekend, evening & overnight shifts |            |
| 62645                                     | Indigo              | Phoenix     | Erspamer | 07/21/10     | must meet driving requirements  | Thurs 3p-11p, Fri 2p-11p, Sat 1p-9p, Sun 3p-11p                                     | 36         |
| 62635                                     |                     | Phoenix     | Erspamer | 06/30/10     | must meet driving requirements  | (RELIEF) Hours will vary. Must be available for weekend, evening & overnight shifts |            |
| 62644                                     | Harvard             | Tempe       | Bennett  | 07/21/10     | Must meet driving requirements  | Fri 2p-11p, Sat 10a-9p, Sun 10a-9p, Mon 2p-11p                                      | 40         |
| 62643                                     | West Monte          | Tempe       | Bennett  | 07/21/10     | Must meet driving requirements  | Sat 11p-9a, Sun 11p-9a  | 20         |
| 62647                                     | Adobe               | Gilbert     | Bennett  | 07/21/10     | must meet driving requirements  | Sun 1p-9p, Mon-Thurs 3p-11p   | 40         |
| 62649                                     | North Haven         | N. Phoenix  | Erspamer | 07/21/10     | Female, driver preferred  | Mon-Wed 10p-7a  | 27         |
| 62650                                     | North Haven         | N. Phoenix  | Erspamer | 07/21/10     | Female, driver preferred  | Fri 10p-9a, Sat 9p-9a, Sun 9p-7a  | 33         |
| 62656                                     | Cactus              | Gilbert     | Fahey    | 07/28/10     | must meet driving requirements  | Wed-Sat 11p-9a  | 40         |
| 62657                                     | Huntington          | Phoenix     | Erspamer | 07/28/10     | must meet driving requirements  | Thurs/Fri 2p-10p, Sat/Sun 2p-9p   | 30         |
| <b>BHT/BHPP</b>                           |                     |             |          |              |   |   |            |
| 62552                                     | Homestead           | Casa Grande | Waters   | 02/17/10     | see requirements below  | (RELIEF) Hours will vary. Must be available for weekend, evening & overnight shifts |            |
| 62562                                     | Homestead           | Casa Grande | Waters   | 05/05/10     | see requirements below  | Mon-Fri 2:30p -10:30p   | 40         |
| <b>LEAD SUPPORT PROVIDER OPENINGS</b>     |                     |             |          |              |   |   |            |
| 62613                                     | West                | Tempe       | Bennett  | 06/16/10     | Female, must meet driving requirements, at least 6 months progressive experience in field | Sun 6a-4p, Wed 5p-10p, Thurs/Fri 3p-11p, Sat 2p-11p                                 | 40         |
| 62655                                     | Cactus              | Gilbert     | Fahey    | 07/28/10     | Must meet driving requirements, at least 6 months progressive experience in field         | Wed, Thurs, Fri 2p-10p, Sat/Sun 9a-5p   | 40         |
| <b>SUPPORT SUPERVISOR</b>                 |                     |             |          |              |   |   |            |
| 62646                                     | Mohria              | Phoenix     | Erspamer | 07/21/10     | Must meet driving requirements, see additional requirements below                         | Hours Vary  | 40         |
| 62648                                     | Liberty             | Phoenix     | Erspamer | 07/21/10     | Must meet driving requirements, see additional requirements below                         | Hours Vary  | 40         |
| <b>BH SUPPORT SUPERVISOR, CASA GRANDE</b> |                     |             |          |              |   |   |            |
| 62654                                     | Aspen               | Casa Grande | Fahey    | 07/28/10     | Must meet driving requirements, see additional requirements below                         | Mon-Fri 10a-6p  | 40         |
| <b>BH SUPPORT SUPERVISOR II, YUMA</b>     |                     |             |          |              |   |   |            |
| 62652                                     | Vista Del Sol       | Yuma        | Matthews | 07/21/10     | see requirements below  | Mon-Fri 10a-6p  | 40         |
| 62653                                     | Vista Del Rio       | Yuma        | Matthews | 07/21/10     | see requirements below  | Mon-Fri 10a-6p  | 40         |
| <b>PROGRAM MANAGER, HOMESTEAD NORTH</b>   |                     |             |          |              |   |   |            |

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| 62642                                |           | Flagstaff | Waters | 07/21/10     | see requirements below                | Mon -Fri 9a-5p, hours vary       | 40         |
| <b>HOMESTEAD NORTH, CONSULTANT</b>   |           |           |        |              |                                       |                                  |            |
| 62519                                |           | Flagstaff | Waters | 5/19/2010    | see requirements below                | Mon-Fri 8a-5p                    | 40         |
| <b>HOMESTEAD NORTH, PSYCHOLOGIST</b> |           |           |        |              |                                       |                                  |            |
| 62520                                |           | Flagstaff | Waters | 5/19/2010    | see requirements below                | Mon-Fri 8a-5p                    | 40         |
| <b>CCS CONSULTANT</b>                |           |           |        |              |                                       |                                  |            |
| 62651                                |           | Phoenix   | Harvey | 7/21/2010    | see requirements below                | Hours Vary                       | 40         |

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|       |           |          |      |              | High School Graduate, minimum 21 years of age; minimum 1 year administrative/clerical responsibilities in the behavioral health and/or clinical environment. Desired Qualifications & Skills: Strong organizational and computer skills; familiarity with data entry and appointment software. Overall responsibility: assist with reception duties and all administrative duties, including creating and editing documents. Must be able to pass a fingerprint clearance  |                                  |            |
|       |           |          |      |              | Must be a minimum of 21 years of age. Bachelors Degree in Counseling or Social Services. Must be able to pass a DPS Fingerprint Clearance. Preferred Qualifications: Arizona Board of Behavioral Health Licensure in Counseling, Social Work or Marriage and Family Therapy. (2) years counseling/consulting experience. CPR and First Aid Certification. Word, Excel required   |                                  |            |
|       |           |          |      |              | Must be a minimum of 21 years of age. Masters Degree in Counseling or Social Services (or Bachelors Degree for DDD Coordinator). Strong Organizational and communication skills. Computer/Network/database proficiency. Must be able to pass a DPS Fingerprint Clearance. Preferred Qualifications: Arizona Board of Behavioral Health Licensure in Counseling, Social Work or Marriage and Family Therapy. (3) years counseling/consulting experience. Functional Behavioral Assessment/Positive Behavioral Support proficient CPR and First Aid Certification. Strong Group/meeting facilitation skills. Word, Excel required. |                                  |            |
|       |           |          |      |              | Must be a minimum of 21 years of age. Must be able to pass a DPS Fingerprint Clearance. Preferred Qualifications: (2) years supervisory experience in clinical or behavioral health facility, including environmental management skills as required by OBHL. AA or BA in Business Management and/or Social Work, Healthcare. Experience will be considered in lieu of degree.  |                                  |            |
|       |           |          |      |              | Bachelors Degree in Counseling or Social Services. Arizona board of Behavioral Health Licensure in Counseling. (1) year consulting experiences. Fingerprint Clearance Documentation.   |                                  |            |
|       |           |          |      |              | High School Graduate, minimum 21 years of age; Minimum 1 year administrative/clerical responsibilities in a behavioral health and/or clinical environment. Desired Qualifications & skills: Strong organizational and computer skills; familiarity with data entry and appointment software. Overall responsibility: Maintain client files per operations standards, support reception duties as assigned. Must be able to pass fingerprint clearance.   |                                  |            |

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|---|-----------|----------|------|--------------|---|----------------------------------|------------|
| <b><u>CPES MINIMUM JOB REQUIREMENTS</u></b> |           |          |      |              |   |                                  |            |
| DIRECT SUPPORT PROVIDER                     |           |          |      |              | Must be at least the age of 21 with a valid AZ Driver's license. Must be able to climb stairs and lift a minimum of 50 lbs. Must be able to pass a DPS Fingerprint Clearance. Standard Computer Skills Required.  |                                  |            |
| LEAD SUPPORT PROVIDER                       |           |          |      |              | Same as DSP job requirements above. 1 yr of residential experience required. Standard computer skills   |                                  |            |
| EMPLOYMENT SPECIALIST                       |           |          |      |              | Same as DSP job requirements. In addition, must be willing to work outdoors when necessary and train/teach work skills in a community environment. Standard Computer Skills Required.   |                                  |            |
| EARLY INTERVENTIONIST                       |           |          |      |              | A Bachelor's Degree from an accredited college or university for a major in early childhood development, early childhood special education, nursing, speech or physical therapy, social work, or a closely related field OR completion of the Az EIP Standards of Practice for Early Interventionists. Standard Computer Skills   |                                  |            |
| BEHAVIORAL HEALTH PARAPROFESSIONAL          |           |          |      |              | Must be at least the age of 21 with a valid AZ Drivers License. Must be able to climb stairs and lift a minimum of 50 lbs. Must be able to pass a DPS Fingerprint Clearance. Standard Computer Skills Required. Must have a United States High School Diploma/GED.  |                                  |            |
| BEHAVIORAL HEALTH TECHNICIAN                |           |          |      |              | Must be at least the age of 21 with a AZ Drivers License. Must be able to climb stairs and lift a minimum of 50 lbs. Must be able to pass a DPS Fingerprint Clearance. Standard Computer Skills Required. Must have a United States Diploma/GED. Must have Bachelor's Degree + one year of residential experience with SMI-or-4 years of residential experience with SMI in Behavioral Health   |                                  |            |
| LEAD BEHAVIORAL HEALTH TECHNICIAN           |           |          |      |              | Must be at least the age of 21 with a valid AZ Drivers License. Must be able to climb stairs and lift a minimum of 50 lbs. Must be able to pass a DPS Fingerprint Clearance. Standard Computer Skills Required. Must have a United States Diploma/GED. Must have 5 years experience in Behavioral Health with SMI-or-Bachelor's Degree + 1 year experience in Behavioral Health residential   |                                  |            |
| ADMINISTRATIVE ASSISTANT                    |           |          |      |              | High School Graduate, minimum 21 years of age; minimum 1 year administrative/clerical responsibilities in the behavioral health and/or clinical environment. Desired Qualifications & Skills: Strong organizational and computer skills; familiarity with data entry and appointment software. Overall responsibility: assist with reception duties and all administrative duties, including creating and editing documents. Must be able to pass a fingerprint clearance.  |                                  |            |
| SUPERVISOR I                                |           |          |      |              | See LSP job requirements above. In addition, high school diploma or GED plus two (2) years experience in human services/behavioral health field; two (2) yrs. previous supervisory experience, ability to write Behavioral Treatment Plans & knowledge of DDD monitoring regulations. (Any combination of training and experience that demonstrates the necessary skills may be substituted for the aforementioned experience.)   |                                  |            |
| SERVICE COORDINATOR                         |           |          |      |              | See Supervisor job requirements above. In addition, Completion of an Associate of Arts Degree or equivalent three (3) years of experience working in the human service field with developmentally disabled/seriously mentally ill populations is required. (Any combination of training and experience that demonstrates the necessary skills may be substituted for the aforementioned experience.) Preferred Qualifications: Bachelor's degree in a behavioral health field from an accredited college; or a bachelor's degree in any field plus one (1) year experience in behavioral health. Standard Computer Skills |                                  |            |
| FOSTER CARE SPECIALIST                      |           |          |      |              | Bachelor's degree in related field - background in social services, child development, psychology or sociology. 2+ years experience in the field with a strong knowledge of the AZ State System for Child Protective Services and Developmental Disabilities Division. Prefer bilingual English/Spanish and be a PS-MAPP Certified Trainer.   |                                  |            |
| BEHAVIORAL HEALTH SUPPORT SUPERVISOR II     |           |          |      |              | High School Diploma or GED plus four years experience in behavioral health (Any combination of training and experience that demonstrates the necessary skills may be substituted for the aforementioned experience). Prefer Bachelor's degree in behavioral health field from an accredited college; or a bachelor's degree in any field plus one year experience in behavioral health  |                                  |            |
| PROGRAM MANAGER                             |           |          |      |              | High School diploma or GED plus four (4) years experience in behavioral health. Preferred qualifications: Bachelor's degree in a behavioral health field from an accredited college; or a bachelor's degree in any field plus one (1) year experience in behavioral health.   |                                  |            |
| CONSULTANT / COUNSELOR                      |           |          |      |              | Must be a minimum of 21 years of age. Bachelors Degree in Counseling or Social Services. Must be able to pass a DPS Fingerprint Clearance. Preferred Qualifications: Arizona Board of Behavioral Health Licensure in Counseling, Social Work or Marriage and Family Therapy. (2) years counseling/consulting experience. CPR and First Aid Certification. Word, Excel required  |                                  |            |
| PSYCHOLOGIST                                |           |          |      |              | A doctoral degree in psychology, educational psychology, counseling psychology, clinical psychology, or as provided by the state Board of Psychologist Examiners with License. 21 years of age. Inpatient experience working specifically with children ages 10-17 years old.   |                                  |            |
| TRAINING FACILITATOR                        |           |          |      |              | Must have good knowledge base in DD principles and systems as well as behavioral health knowledge/experience. Basic computer skills required. Must have excellent verbal and presentation skills. Bi-lingual a plus.  |                                  |            |

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| Personal Support Openings<br>ADH (Adult Developmental Homes) |          |       |              |                                       |  |            |
| 62601  | Buckeye  | Fahey | 5/26/2010    | Female                                | Relief (on-call ) Sat/Sun 12p-8p, Mon, Tue, Fri 2p-10p |            |