

# CPES JOB OPENING LIST - TUCSON

Thursday - July 29, 2010

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

**Employment & Training Center**

Phone: (520) 325-9688 Office Hrs: Mon-Fri 8 a.m.-4 p.m.

**New Address As Of 8/1/10 ... 2828 N. COUNTRY CLUB-Suite 100 TUCSON AZ 85716**

SITE NAME & GENERAL LOCATION	A.D.	POSTING DATE	CLOSING DATE	SPECIFIC JOB REQUIREMENT & SITE NEEDS	CURRENT SHIFT HOURS OPEN AT SITE	HRS PER WK
<b>DIRECT SUPPORT PROVIDER OPENINGS</b>						
<b>On-Call/Relief (TT)</b>	Bennetti	12/4/2009	Open Until Filled	<p>Busy relief team looking for BHPP (United States High School Diploma/GED) staff. Mornings, Afternoons &amp; Awake Overnight Shifts based on site; bilingual preferred; standard skills w/hygiene &amp; aggression based upon site; wheelchairs, lifting, both verbal &amp; non-verbal consumers based upon site; read &amp; write &amp; speak English clearly. Good communication, writing &amp; interpersonal skills to work w/individuals w/varying degrees of disabilities &amp; behavioral issues; ability to lift 50 lbs; enthusiastic &amp; energetic to assist consumers. Applicant must be 21 years of age or older; valid AZ Driver's License. Must be flexible to work a variety of programs throughout the Tucson area. MUST BE A DRIVER. Standard Computer Skills</p>	<p>On-Call Position. Applicant MUST HAVE an valid AZ Driver's License , U.S.A. High School Diploma/GED and be able to drive CPES vehicles. Applicant must be available to work between 20-30 hours per week as needed in CPES Behavioral Health settings located thru-out the Tucson area.</p>	20-40
<b>New Heights (C)</b>	Gallon	7/1/10 Repost	Open Until Filled	<p><b>Male pref.</b>, standard skills w/hygiene, maximum skills w/aggression, non-verbal consumer. Must be a driver. Standard Computer Skills</p>	Sat-Sun-Mon 2p-8p	18
<b>New Heights (C)</b>	Gallon	6/29/10 Repost	Open Until Filled	<p><b>Male pref.</b> standard skills w/hygiene, maximum skills w/aggression, non-verbal consumer. Must be a driver. Standard Computer Skills</p>	Mon thru Fri 6a-10a	20
<b>LEAD SUPPORT PROVIDER OPENINGS</b>						
<b>Sojourn (C)</b>	<b>Gallon</b>	<b>7/19/2010</b>	<b>Open Until Filled</b>	<p>Standard skills w/hygiene &amp; aggression, good communication, writing &amp; interpersonal skills to work w/individual w/varying degrees of disabilities &amp; behavioral issues. Basic experience in the field pref. Team player to support &amp; teach adult in residential setting, ability to run site smoothly, creative, self-initiating, works well w/o supervision. Sign language a plus but not required. Must be a driver. Standard Computer Skills</p>	Fri 2p-10p, Sat-Sun 9a-9p, Mon 2p-10p	<b>40</b>
<b>BEHAVIORAL HEALTH PARAPROFESSIONAL/TECH OPENINGS</b>						
<b>BHPP/BHT Floater (TT)</b>	Ledyard	02/19/10	Open Until Filled	<p>Available to work at least 30 hours per week &amp; be available for all shifts - evenings, awake night shifts, mornings or afternoons at any Behavioral Health Tucson setting. Must have strong communication &amp; writing skills, ability to write extensive case notes/data validation. 21 yrs of age or older, USA High School Diploma/GED, valid AZ Driver's License, clean driving record, reliable transportation, experience strongly pref., eligible for Benefits/Vacation. Must be a driver. Standard Computer Skills</p>	<p>Must be available 24/7 as needed with a guarantee of 30 hours per week - all shifts as needed.</p>	30+

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Veracruz (C)	Ledyard	05/14/10	Open Until Filled	Standard skills w/hygiene, maximum skills w/aggression, lifting, non-verbal consumers, 6 wks experience preferred w/DD-SMI, candidate must be 21 yrs of age or older, valid AZ Driver's License, USA High School Diploma/GED. Must be a driver. Standard Computer Skills	Sat & Sun 9a-9p	24
Valiente (C)	Ledyard	04/07/10 Repost	Open Until Filled	Standard skills w/hygiene & aggression, applicant must have strong organizational skills & meets OBHL qualifications. Ability to work independently. Applicant must be 21 yrs of age or older, valid AZ Driver's License, USA High School Diploma/GED. Non-verbal client. Non-Driver position. Standard Computer Skills	Sat & Sun 8a-4p, Mon Noon-8p, Tues & Wed 4p-Mid.	40
Milestone (C)	Ledyard	06/22/10	Open Until Filled	<b>MALE pref.</b> , standard skills w/hygiene, maximum skills w/aggression,, applicant should have 6 wks experience preferred, must be 21 years of age or older, valid AZ Driver's License, USA High School Diploma/GED. Must be a driver. Standard Computer Skills	Sat & Sun 6p-11p, Tues & Wed 1p-11p	30
Endeavors (C)	Ledyard	06/29/10	Open Until Filled	Standard skills w/hygiene & aggression, both verbal & non-verbal clients, applicant must be 21 yrs of age or older, valid AZ Driver's License, USA H.S. Diploma/GED. Must be a driver. Standard Computer Skills	Thurs 10p-Mid, Fri Mid-8a & 10p-Mid, Sat Mid-8a & 10p-Mid, Sun Mid to 8a	30+
Landings (C)	Ledyard	06/30/10	Open Until Filled	Standard skills w/hygiene, maximum skills w/aggression. Candidate must be 21 yrs of age or older, valid AZ Driver's License, USA H.S. Diploma/GED. Must be a driver. Standard Computer Skills	Sun 8a-11p, Mon 7a-9a & 1p-9p, Tues-Wed 7a-9a, Thurs 7a-12:30p, Fri 7a-9a	36.5
Milestone (C)	Ledyard	3/16/10 Repost	Open Until Filled	<b>MALE pref.</b> , standard skills w/hygiene, maximum skills w/aggression,, applicant should have 6 wks experience preferred, must be 21 years of age or older, valid AZ Driver's License, USA High School Diploma/GED. Must be a driver. Standard Computer Skills	Thurs-Fri-Sat-Sun-Mon 3p-11p	40
Grande (NW)	Ledyard	07/14/10	Open Until Filled	Standard skills w/hygiene & aggression, non-verbal client, candidate must be 21 yrs of age or older, valid AZ Driver's License, USA High School Diploma/GED. Non-Driver position Standard Computer Skills	Tues thru Sat 8a-4p	40
El Sol (C)	Ledyard	07/14/10	Open Until Filled	Standard skills w/hygiene & aggression, non-verbal client, candidate must be 21 yrs of age or older, valid AZ Driver's License, USA High School Diploma/GED. Non-Driver position Standard Computer Skills	Thurs-Fri-Sat 3p-8p Relief hours available for add'l hours	15+
El Sol (C)	Ledyard	07/14/10	Open Until Filled	Standard skills w/hygiene & aggression, non-verbal client, candidate must be 21 yrs of age or older, valid AZ Driver's License, USA High School Diploma/GED. Non-Driver position Standard Computer Skills	Sun-Mon-Tues-Wed 3p-8p Relief hours available for add'l hours	20+

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<b>Veracruz (C)</b>	Ledyard	07/21/10	Open Until Filled	Standard skills w/hygiene, maximum skills w/aggression, lifting, non-verbal consumers, 6 wks experience preferred w/DD-SMI, must be able to work w/children & adolescents who display aggression, candidate must be 21 yrs of age or older, valid AZ Driver's License, USA High School Diploma/GED. Must be a driver. Standard Computer Skills	Fri 3p-11p, Sat-Sun 9a-9p, Mon 3p-11p	40
<b>Silverado (C)</b>	Ledyard	07/21/10	Open Until Filled	Standard skills w/hygiene & aggression, must be 21 yrs of age or older, Valid AZ Driver's License, USA High School Diploma/GED. Must be a driver. Standard Computer Skills	Thurs-Fri-Sat Mid-8a, Sun 3p-11p	22+
<b>La Senda (C)</b>	Ledyard	07/23/10	Open Until Filled	Standard skills w/hygiene & aggression, must be 21 yrs of age or older, Valid AZ Driver's License, USA High School Diploma/GED. Must be a driver. Standard Computer Skills	Fri -Sat-Sun-Mon 8a-4p	32
<b>La Senda (C)</b>	Ledyard	07/23/10	Open Until Filled	Standard skills w/hygiene & aggression, must be 21 yrs of age or older, Valid AZ Driver's License, USA High School Diploma/GED. Must be a driver. Standard Computer Skills	Fri-Sat 3p-11p, Sun-Mon 2p-10p	32
<b>Valiente (C)</b>	Ledyard	07/26/10	Open Until Filled	Standard skills w/hygiene & aggression, must be 21 yrs of age or older, Valid AZ Driver's License, USA High School Diploma/GED. Must be a driver. Standard Computer Skills	Thurs-Fri-Sat-Sun-Mon 4p-Midnight	38
<b>LEAD BEHAVIORAL HEALTH TECH OPENINGS</b>						
<b>Manzanita (W)</b>	Ledyard	02/17/10	Open Until Filled	Standard skills w/hygiene, maximum skills w/aggression, flexible, valid AZ Driver's License, USA H.S. Diploma/GED. Must be a driver. Standard Computer Skills	Tues thru Sat 2p-10p	40
<b>Silverado (C)</b>	Ledyard	07/07/10	Open Until Filled	Standard skills w/hygiene, maximum skills w/aggression, flexible, valid AZ Driver's License, USA H.S. Diploma/GED. Must be a driver. Standard Computer Skills	Tues thru Sat 3p-11p	40

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<b>SUPERVISOR OPENINGS</b>						
<b>Grande (NW)</b>	Ledyard	04/27/10 Repost	Open Until Filled	Standard skills w/hygiene & aggression, strong work ethic & ability to multi-task. Will carry cell phone & be available for emergencies as needed. Must meet OBHL requirements inc. 21 yrs of age or older, valid AZ Driver's License, USA H.S. Diploma/GED. Must be a driver. Standard Computer Skills	Mon thru Fri 9a-5p	40+
<b>Milestone (C)</b>	Ledyard	7/22/2010	Open Until Filled	Standard skills w/hygiene & aggression, must have experience working w/DDD/SMI adult population, 6 years in BH, strong work ethic & ability to multi-task. Supervise BH setting & staff members. Will carry on-call cell phone w/24 hr availability. Must meet OBHL requirements inc. 21 yrs of age or older, valid AZ Driver's License, USA H.S. Diploma/GED, must pass DPS Fingerprint Clearance. Must be a driver. Standard Computer Skills	Mon thru Fri 8/9a-4/5p	40
<b>La Entrada (E)</b>	San Jose	7/22/2010	Open Until Filled	Bilingual preferred, maximum skills w/hygiene, standard skills w/aggression, wheelchairs, lifting, non-verbal consumer, 1+ years experience working as DD group home supervisor, knowledgeable of CPES/DD paperwork, ISP & BTP's. Must be creative, self-initiating, works well w/o supervision, high energy team player w/good communication, writing & interpersonal skills to work w/individual w/varying degrees of disabilities & behavioral issues in a residential setting. Strong work ethic & the ability to multi-task. Must carry cell phone & respond to emergencies 24/7. Must be a driver. Standard Computer Skills	Mon thru Fri 11a-7p	40
<b>EARLY INTERVENTION/ASSISTANT OPENINGS</b>						
<b>COUNSELING &amp; CONSULTING SERVICES (CCS)</b>						

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<b>Therapist (C)</b>	Harvey	1/5/2010	Open Until Filled	A therapist licensed by the AZ Board of Behavioral Health Licensure in Counseling, Social Work or Marriage & Family Therapy is being sought to fill a full-time position. At least 3 years experience is preferred. This position will provide counseling & consulting services in group & individual modalities, assist clients in developing a service/treatment plan that clearly defines & supports both client & referral source goals that reflects best practices. Specific populations to be served will primarily be children, youth & family clients for behavioral concerns, developmental disabilities, trauma, adjustment, parenting skills & other family treatment. Ideal candidate will educate & encourage clients to develop cognitive, affective & behavioral changes in a safe & supportive environment w/peer involvement. Ability to communicate effectively in English both verbally & written. AZ Driver's License, 21 yrs of age or older, CPR & First Aid Certified. Must Pass a Level One Fingerprint Clearance. Standard Computer Skills required.	Mon thru Fri 8a-5p	40
<b>Clinical Manager (C) Tucson</b>	Harvey	4/9/2010	Open Until Filled	Master's Degree in Counseling or Social Services, AZ Board of Behavioral Health Licensure in Counseling, Social Work or marriage & Family Therapy, 21 yrs of age or older, CPR & First Aid Certified, will have 5 years counseling experience, 2 years supervisory experience, strong organizational skills. Strong computer skills. Must be a driver.	Mon thru Fri 8a-5p	40
<b>Licensed Psychologist Tucson (C)</b>	Harvey	05/25/10	Open Until Filled	CCS. Div. of CPES, seeks a Psychologist licensed by the State of AZ Board of Psychologist Examiners, PH.D, for a full-time position. At least 2 yrs experience is preferred. This position will provide counseling & consulting services in group & individual modalities as well as conduct comprehensive psychological evaluations. Specific populations to be served will primarily be children, youth & family clients for behavioral concerns, developmental disabilities, trauma, adjustment, parenting skills & forensic. The ideal candidate will possess skills & experience in psychological testing & evaluation uses methods, techniques & procedures of psychological counseling & therapy; contemporary thought & current trends in psychology, sociology & mental health; principles & procedures of scientific methodology including experimental design, data analysis & psychological measurements. Standard Computer Skills	Mon thru Fri 9a-5p	40

## ADMINISTRATION

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<b>Accounting Manager (E)</b>	Enoki	7/13/2010	Open Until Filled	Under direction & supervision of the Chief Financial Officer, performs professional work of moderate difficulty supervising, monitoring & coordinating work of accounting operations having organization-wide impact & located in the Finance Department (ie: billing, payables, payroll). Responsibilities include balancing & data maintenance of either a manual or automated financial management system involving payroll, receivables & accounts payable functions. Strong management, leadership & people skills required. Experience w/Great Plains or other accounting systems a must. Performs related work as required. 4 yr degree in Accounting from accredited institution plus minimum of 3 years experience working in the accounting field w/billing, payables, general ledger & payroll required. Master's or CPA preferred but not required. Must be a driver.	Mon thru Fri 8a-5p	40

**Site Location Key:** SW=Southwest Tucson; SE=Southeast Tucson; NW=Northwest Tucson; E=East Side; W=West Tucson; C=Central Tucson; TT=Throughout Tucson

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**Position Description Minimum Requirements (Listed Below)... NOT Positions Currently Available**

<b><u>DIRECT SUPPORT PROVIDER</u></b>	Drivers must be 21 yrs. of age 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
<b><u>EMPLOYMENT SPECIALIST</u></b>	Same as DSP job requirements above. In addition, must be willing to work outdoors when necessary and train/teach work skills in a community environment. Standard Computer Skills Required.
<b><u>EARLY INTERVENTION ASSISTANT</u></b>	Same as DSP job requirements above. In addition, For Assistant position: An Associate' Art's Degree from an accredited college or university with a major in early childhood development, psychology or education, or a closely related field or Child Development Associate (CDA) Degree. Position requires completion of the AzEIP Standards of Practice
<b><u>LEAD SUPPORT PROVIDER</u></b>	Same as DSP job requirements above. 1 yr of residential experience required. Standard computer skills.
<b><u>SUPERVISOR I</u></b>	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. <i>Any combination of training and experience that demonstrates the necessary skills may be substituted for the aforementioned experience.</i>
<b><u>SERVICE COORDINATOR</u></b>	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
<b><u>CCS CONSULTANT</u></b>	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
<b><u>CCS PROGRAM COORDINATOR</u></b>	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.
<b><u>BEHAVIORAL HEALTH PARAPROFESSIONAL</u></b>	Drivers must be 21 yrs. of age 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.
<b><u>BEHAVIORAL HEALTH TECHNICIAN</u></b>	Drivers must be 21 yrs. of age 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 Bachelor's Degree + one year of residential experience with SMI-or-4 years of residential experience with SMI in Behavioral Health residential setting.
<b><u>LEAD BEHAVIORAL HEALTH TECHNICIAN</u></b>	Drivers must be 21 yrs. of age 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 setting with SMI.

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**OPEN POSITION BREAKDOWN BY AD & TITLE**

Gallon	3.00	DSP/PSP	1.00
Ledyard	19.00	LSP	1.00
San Jose	1.00	BHT/BHPP	15.00
Peddy	-	LBHT	2.00
Admin - Enoki	-	Supervisor	-
		Early Intervention	-
Bennetti	1.00	Foster Care	-
CCS	-	Administrative	-
		CCS Counselor	#REF!
		CCS Consultant	#REF!
		CCS Support Spe	#REF!
<b>Total</b>	24.00		#REF!