# ****PART-TIME DIRECT SUPPORT PROFESSIONAL/HOUSE MANAGER****

**Jewish Residential Services**

**Pittsburgh, PA**

**Join a great team and gain valuable experience.  Self-motivated, organized, enthusiastic and persuasive person needed to assist adults with Intellectual and Psychiatric Disabilities. Experience working with individuals with disabilities and Bachelors’ Degree preferred.**

**Job Functions:**

**The House Manager position assures the upkeep of all residential community areas including home furnishings, equipment, appliances as well as Agency vehicles. This team member also provides direct support to program participants in group settings such as wellness, educational, holiday activities and events to improve program participants’ interpersonal skills and promote opportunities for community inclusion.**

**In addition, the House Manager performs light clerical duties based on program needs. Must be able to work Friday evenings and some holidays.**

**Competitive salary, flexible hours, casual dress. Valid PA driver’s license required. EOE.**

**Send cover letter and resume to JRS, 4905 Fifth Ave., Suite 3, Pittsburgh PA 15213, ATTN: Residential Director; Fax to: Residential Director @ 412-621-4260 or Email** **athomas@jrspgh.org**.  **No phone calls, please.**