



EdAdvance is one of Connecticut's six Regional Educational Service Centers (RESCs). EdAdvance is also a partner in the RESC Alliance and works collaboratively with the other RESC groups to support state-wide initiatives.

### **Mission**

EdAdvance, exists to promote the success of school districts and their communities.

EdAdvance is redefining what a Regional Education Service Center can be using a systemic approach – grounded in the “3C’s”, Connection Culture, and Customization. Focused on local and regional priorities, we are reinvesting the expertise, energy, and resources of the agency to amplify the benefit of our constituents.

### **Direct Support Professional**

**Full-Time: 37.5 Hours per Week | Non-Exempt**

**Locations: Danbury, Ridgefield, Brookfield, and New Milford, CT**

**Pay Rate: \$17.25 per hour**

**Position Open Until Filled | Anticipated Start Date: Immediate**

### **Position Overview**

The Direct Support Professional (DSP) provides direct care and support to individuals eligible for services through the Connecticut Department of Developmental Services (DDS). This role supports individuals in achieving independence and success through participation in the Individualized Employment and In-Home Supports Programs. The DSP works under the supervision of the Program Manager and/or Program Coordinator.

### **Key Responsibilities**

- Provide direct support services to individuals in accordance with individualized service plans and program goals
- Plan and implement meaningful activities in both community and employment settings
- Support individuals in developing job skills and maintaining positive work habits at volunteer and/or job sites
- Safely transport individuals to and from program activities and appointments
- Assist with activities of daily living, including life skills and financial literacy development
- Participate in routine household tasks consistent with a typical home environment
- Maintain a safe and supportive environment for individuals served
- Complete accurate and timely documentation, including progress notes, reports, and required data entry
- Collaborate with families, community partners, and other service providers
- Assist with referral screening as needed
- Maintain all required certifications, licenses, and trainings
- Perform other duties as assigned

### **Qualifications**

- High School Diploma or GED required; Bachelor’s degree in Special Education or a related field preferred
- Valid Connecticut driver’s license and reliable transportation with active auto insurance

- Ability to transport individuals, including use of a personal vehicle if needed
- Strong communication and interpersonal skills
- Demonstrated ability to problem-solve, plan, and stay organized
- Ability to perform physical interventions (including restraint) or willingness to be trained

### **Physical Requirements**

- Ability to lift up to 50 pounds
- Ability to push, pull, bend, and alternate between sitting and standing
- Ability to perform all essential job functions with or without reasonable accommodation

### **Additional Requirements**

- Knowledge of applicable state and federal regulations preferred
- Regular and reliable attendance is an essential function of this position

### **Equal Opportunity Employer Statement:**

We are an equal opportunity employer and are committed to creating an inclusive environment for all employees.

### **Application Procedure:**

Applications should be submitted for consideration by visiting EdAdvance's employment page at, <http://edadvance.org/about-us/employment>, and click on the *APPLY* button next to the job posting of interest.

*EdAdvance does not discriminate in any of its programs, activities or employment practices on the basis of race, color, national origin, ancestry, sex, religion, age, sexual orientation, gender identity or expression, disability, veteran, marital or familial status, pregnancy, genetic information, or status as a domestic violence victim, (along with any other classification protected by law). EdAdvance further provides equal access to the Boy Scouts, Girl Scouts, and all other designated youth groups. To file a complaint of discrimination, write Director, Office of Civil Rights, U.S. Department of Education, Washington, DC 20250-9410, or the Connecticut Commission on Human Rights and Opportunities, 450 Columbus Boulevard, Hartford, CT 06103. Any person having inquiries concerning EdAdvance's compliance with its nondiscrimination policies and procedures, including compliance with Section 504, Title VI or Title IX, should contact: [HR@edadvance.org](mailto:HR@edadvance.org)*

*In accordance with the Americans with Disabilities Act (ADA) and applicable state law, we provide reasonable accommodations to qualified individuals with disabilities to perform the essential functions of this position. Applicants requiring an accommodation to complete the application or interview process should contact Human Resources.*