



**Position:** Community Support Specialist  
**Department:** Employment and Community Supports

**Qualifications:**

- High School diploma or (GED) required. Two year degree or certificate in Human Services or related field and a minimum of 1 year of working with people w/ DD preferred.
- Experience with/knowledge of American Sign Language preferred
- Have a valid driver's license and clean driving record
- Pass DHS background check
- Good written and oral communication skills
- Be able to lift and provide physical assistance to program participants

**Responsibilities:**

- Work with individuals with disabilities in community-based employment, volunteer sites, transportation training and activities
- Assist with assessment and implementation of service delivery and data collection
- Complete paper work as assigned
- Develop and maintain partnerships with community resources
- Drive scheduled routes for supported individuals
- Other duties as assigned

**Salary:** \$10.35 – \$10.65 per hour DOE

**Hours:** Typically Monday-Friday, day hours but some flexibility needed (40 hours a week). Must be available for meetings outside of usual hours as assigned. Occasional weekend/evening coverage is a possibility depending on needs of individuals supported by program.

**Contact:** Please email or fax resumes with cover letter to Bobbi VanGrinsven: [bvangrinsven@cipmn.org](mailto:bvangrinsven@cipmn.org) or Fax: 612-353-4671

**Starting Date:** ASAP  
**Respond by:** Posted Until Filled  
**Number of Openings:** 3  
**EEO/AA**