



A Community Mental Health / Developmental Disabilities/ Addictive Diseases Program

Job Coach

Job Information

Job Type: Part-Time

Pay: \$9 per hour

Program: DD Sheltered Employment

Location: Muscogee County

Posting Date: 3/14/2023

Application Deadline: Open Until Filled

Position Open to: All qualified applicants

***ENTRY SALARY may be adjusted depending upon the selected candidate's qualifications and agency budget considerations. ***

Submit Completed State of Georgia application to Recruiter:

New Horizons Behavioral Health
2100 Comer Ave.
Columbus, Georgia 31904

Fax: (706) 596-5589

Email: jobs@nhbh.org

Website: www.nhbh.org

Job Description

The candidate will work as a liaison between an employer and the individual within the program. In addition, he/she will assist individuals with job interview preparation and help them to develop/hone professional skills. The candidate will provide transportation to and from appointments/employment. He/She will also ensure the individual is on task.

Minimum Qualifications:

Applicant must have a high school diploma or GED. **Must submit proof with application.** Any combination of training and experience that has allowed the applicant to acquire the necessary knowledge, skills, and abilities to work with individuals with mental disabilities and/or addictive diseases. Computer skills, and strong interpersonal skills needed. **Must have an insured vehicle** available for transporting individuals to and from worksites between Columbus and Ft. Benning.

Preferred Qualifications:

Experience in related field is preferred.

The selected applicant must furnish the required documentation authorizing work in the United States as well as pass a criminal background investigation and drug screening.

New Horizons does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its program or activities. An applicant who has a disability which requires special accommodations should contact this office.

NOTE: APPLICATIONS WILL BE SCREENED AT THE PREFERRED LEVEL.

Due to the volume of applications received, we are unable to provide information on application status by phone or e-mail. We are also unable to contact applicants who are not selected for a position. All qualified applicants will be considered, but may not necessarily receive an interview. Selected applicants will be contacted by Human Resources to continue the hiring process.

This position is subject to close at any time once a satisfactory applicant pool has been identified.