

Employment Specialist

Are you a motivated, savvy working professional with a passion for meaningful work?

Westchester Jewish Community Services (WJCS) is a large, not for profit, organization with headquarters in White Plains, NY. We are currently searching for an enthusiastic and creative full-time, 35 hours per week Employment Specialist to join our employment and community engagement team! The ideal candidate will have a Bachelor's Degree in Human Services or Business related degree with a minimum of one year working with individuals with developmental disabilities, sales/ business experience, along with a passion for helping people. They will be able to apply their experience working with, or an understanding of, OPWDD Support Services, New York State Employment First Initiative and providing Pre-vocational/Vocational supports, to assist program individuals through a journey to meaningful work.

Under general supervision of the Employment Coordinator, the Employment Specialist will provide direct services to individuals with developmental disabilities who are seeking to obtain and maintain community based meaningful work or competitive employment. This candidate must have excellent interpersonal and group process skills; the ability to be accurate, conscientious, very flexible, with attention to detail; and ability to perform job function with ethics, honesty and integrity. They must have a valid NYS driver's license and the ability to travel within the community by various means.

At WJCS we value our employees, their contributions, and their growth. We demonstrate this commitment with much more than highly competitive benefits and compensation - we show it every day in the way we work together, embracing leadership behaviors that are recognized and rewarded throughout our system. We value you, your growth and your contributions.

If you would like to be considered for the position please send your resume with cover letter to Human Resources via email, Ddigiacom@wjcs.com.

Our address is 845 N. Broadway, White Plains, NY 10603 and our fax is 914-421-9066.

Visit our home on the web at www.wjcs.com. WJCS is an equal opportunity employer.