



# Coastal Plains Community Center

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P.O. Box 1336  
Portland, Texas 78374  
[www.coastalplainsctr.org](http://www.coastalplainsctr.org)

Bulletin 850

July 7, 2017 – July 14, 2017

**Applications Accepted:** Mon.-Thur., 8:00am-5pm and Fri. 8:00am-4:00pm. Applicants **MUST** show their **ORIGINAL** Social Security card and **CURRENT** Texas driver's license and submit a completed **ORIGINAL** job application to be considered for employment. Applications must be received by 4:00pm on the closing date at 200 Marriott Dr., Portland, Texas 78374 to be eligible for consideration. Resumes **NOT ACCEPTED** in lieu of an application. **Will not accept faxed applications.**

*We are an Equal Opportunity/ADA/Affirmative Action Employer*

## Requirements:

Every person hired at Coastal Plains Community Center is considered an employee of the Center regardless of who made the offer of employment. Employment assignments may change due to budgetary, disciplinary, or administrative reasons. All changes in employment assignments will be handled in accordance with laws prohibiting any form of discrimination. All positions require the ability to work flexible hours and days as needed.

Positions requiring specific academic achievement and/or specific course attainment will require you to attach a copy of a transcript, certification and/or License to your application. All other positions will require verification of high school diploma or GED.

As per the Immigration Reform and Control Act of 1986 (§1200) all applicants for employment are required to provide documents that provide proof of employment authorization and identity. (Social Security Card, Driver's License, and (or) alternate documents as per regulations).

Criminal convictions involving personal injury, threat to another person, drug related offenses, etc., may make you ineligible for employment at Coastal Plains Community Center. Names of prospective employees are cleared through the Texas Department of Public Safety to determine the existence of such records. Falsification of the application for employment is grounds for dismissal, if employed.

For positions that require travel/driving, applicants must maintain a class "C" driver's license with a favorable driving record as evidenced by DPS Moving Violation report.

Coastal Plains Community Center is a DRUG FREE WORKPLACE. Effective August 1, 1996, before employment, all applicants are given a "conditional" offer of employment and will be required to take and pass a drug test. Physical assessment tests will be required for certain positions.

Effective July 1, 2002, all applicants for employment will be notified that prior to an offer of employment, they will be screened for previous confirmation of a class I confirmed incident or incidents of abuse or neglect against a consumer or consumers. Applicants with a confirmed history of abuse or neglect will not be considered for employment.

Coastal Plains Community Center is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability, age, citizenship status or special disabled veteran's status. Veterans Preference Applicable. Coastal Plains provides TTY services through Relay Texas. The State of Texas is an At Will State. Accordingly, Coastal Plains is an At Will Employer. Both the employee and the center may terminate the employment relationship at anytime with or without cause.

**LVN II**  
**Portland**  
**Monday-Friday 8:00 am-5:00 pm (Flex)**  
**\$2,472.00 Monthly**  
**Closing: July 14, 2017**  
**Posting: # 911**



## **APPLICANT QUALIFICATIONS**

### **GENERAL DESCRIPTION:**

The position of Licensed Vocational Nurse is designated to ensure the effective and efficient delivery of nursing services to IDD consumers of Coastal Plains Community Center. The LVN is responsible for providing nursing care and treatment, and monitoring and assisting individuals in all areas of health. The LVN participates as a member of the interdisciplinary team, complies with HCS health related principles, including training and education of staff and consumers. Also responsible for on-call phone consults from group home on nights and weekends. This position reports directly to the Director of Nursing for IDD services.

### **MINIMUM QUALIFICATIONS:**

Current and valid license to practice as an LVN in the State of Texas

Current and valid Texas type "C" driver's license.

One year of experience or related experience as an LVN serving an IDD population.

### **PREFERRED REQUIREMENTS**

1. Knowledge of nursing standards both state and HCS.
2. Ability to perform focused nursing assessments
3. Ability to provide teaching and over-site to non-licensed paid staff who provide delegated nursing care to Consumers
4. Ability to clearly communicate to both staff and consumers
5. Ability to utilize computer-based data base for documentation

Case Manager I,II,III (Youth and Family)  
Taft MH  
Monday-Friday 8am-5pm (Flex)  
\$2472.00-\$3143.00 Monthly  
Closing: July 21, 2017  
Posting: #912



## APPLICANT QUALIFICATIONS

**GENERAL DESCRIPTION:** Case Managers work as a member of an integrated treatment team. Staff is responsible for providing rehabilitation and support services to Youth and Family consumers identified with severe and persistent mental illness. Services provided to individuals in authorized level of care include Pharmacological management services and Rehabilitation services. Nature of work requires frequent in-person, long-term contact with individuals, family members, and service providers. Job performance requires an automobile, extensive travel, and flexible hours to provide services. Job also requires staff to facilitate skills activities in a group or individual setting to clients served by Coastal Plains Community Center. Works under the supervision of the Children's Director and Assistant Children's Director. Job requires high level of clinical skills necessary for independent judgment.

### MINIMUM QUALIFICATIONS:

A Bachelor's Degree from an accredited college or university with a major in Social or Behavioral Health defined as psychology, social work, medicine, nursing, rehabilitation, counseling, sociology, human growth and development, physician assistant, gerontology, special education, educational psychology, early childhood education, or early childhood intervention. Salary is commensurate with education and experience per Coastal Plains Community Center's career ladder. Class C operators license with evidence of a good driving record required.

### PREFERRED REQUIREMENTS:

1. Knowledge of Microsoft Office and basic computer skills as demonstrated by a performance exam.
2. Able to communicate orally in Spanish.
3. One year experience in children's MH case management/rehab skills training.
4. Demonstrates knowledge of local support services available to persons served.