



WHO WE ARE:

Alleghenies Unlimited Care Providers (AUCP) offers in-home, non-medical personal care services to individuals of varying abilities, the elderly and those recovering from injury or illness. Our mission is helping people live independently every day with quality care.

THE OPPORTUNITY: CLA Recruiter/Trainer

This position is mainly responsible for recruiting, onboarding and staff training for our Community Living Arrangements (CLAs) located throughout Cambria County. AUCP offers a competitive salary and benefit package, employer provided training and so much more.

WHO:

- Is inspired by our mission of enhancing the independence of the aging and disabled community
- Maintains a high level of professionalism
- Maintains positive and enthusiastic attitude while juggling busy workload

WITH:

- Associate degree in HR or business administration preferred
- Must have or able to obtain ODP Medication Trainer Certification and AHA CPR Certification
- Excellent verbal and written communication and interpersonal skills

RESPONSIBILITIES INCLUDE:

- Recruiting Residential Program Workers
- Onboarding new staff and training current staff per ODP 6400 regulations
- Coordinating and participating in local recruiting events and job fairs

HOW WILL WE KNOW YOU ARE THE RIGHT PERSON?

Give us call! To learn more about this opportunity, contact Karen at 814-262-9600 x 2582. Please forward your resume to apply@alucp.org with the subject line "CLA Recruiter/Trainer – Your Name". If you are chosen as a finalist, you will be invited for an interview with the team. The final step in the hiring process will be to arrange for reference calls and background checks. We can't wait to see how you can take this organization to the next level!

EOE M/F/V/D