

## OPEN POSITION

**JOB TITLE:** Program Manager (Gannett ATC)

**JOB SUMMARY:** Oversee the day-to-day operations of community-based work sites (group and individual), including the supervision of staff, development, implementation and supervision of consumer services and employer relations. Coordinate provision of transportation services.

**LOCATION:** As per the need of the service; generally work is performed at the program site or job sites in the community.

**EDUCATION:** High School diploma or equivalent required. Undergraduate degree in a relevant field preferred.

**EXPERIENCE/TRAINING:** A minimum of three years of professional experience with persons with developmental disabilities or related population required. Prior supervisory experience required.

A valid New Jersey Driver's License is a must.

**BENEFITS:** Comprehensive Benefits Package: Medical, Dental, Vision, Life, STD, LTD, AD&D, PTO (paid-time-off), Holiday Pay; 401(k), FSA, EAP, credit union; tuition assistance and voluntary benefits (i.e.: AFLAC, Combined, TransAmerica, Mutual of Omaha, etc.)

**RESPOND BY:** November 15, 2018

**EQUAL OPPORTUNITY EMPLOYER**