



Certified Support Broker

Location: Southeastern, PA
Job Type: Part-Time
Hourly Rate: \$19.00 - \$22.00

At Caring Connections our mission is to empower individuals to lead fulfilling and meaningful lives by providing comprehensive, personalized support and services tailored to their unique needs, preferences, and aspirations. We strive to be a trusted resource for individuals, families, and communities, promoting an Everyday Life.

Position Summary:

We are seeking a certified and experienced Support Broker who will work closely with and assist participants who self-direct their waiver services in a way that is person centered and allows the participant to live an Everyday Life. The Support Broker's responsibilities will vary depending on the choice and preferences of each individual participant and may include responsibilities in the following areas:

- Promoting best practices in employee recruitment and management:
- Ensuring Civil and Personal Rights
- Partnering to ensure the best possible planning
- Ensuring the best possible use of public funding

Required Skills:

- Effective recruitment and hiring strategies
- Excellent communication, presentation, organizational, and time management skills
- Proficient in applications required to perform responsibilities as assigned
- Ability to interact professionally with all stake holders, including participants, families, parents, SSP's, SC's, community programs and other agencies and businesses

Education\Experience:

- Must be 18 years of age
- Highschool or GED Required
- Associate degree or higher level of education preferred
- Ability to work a flexible schedule
- Minimum of two (2) years of experience working with individuals with disabilities
- Minimum of two (2) years of experience providing Support Broker services
- PA ODP Support Broker Certification Required

Additional Requirements:

- A valid driver's license, with active vehicle registration, inspection and insurance certification required.
- Background check required

Compensation & Benefits:

- Competitive Base Salary
- Generous Paid Time Off
- Flexible Work Arrangement
- Employee Training Opportunities