

# HUDSPETH REGIONAL CENTER



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Director

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TO: All Departments  
FROM: Windy Shields, Director Kosciusko Group Homes  
DATE: February 12, 2021  
RE: Job Vacancy – Direct Care Worker(s)

**CLASSIFICATION:** Direct Care Worker(s) (A and B Shifts)

**SALARY:** \$20,020.28

**MINIMUM QUALIFICATIONS:**

These minimum qualifications have been agreed upon by Subject Matter Experts (SMEs) in this job class and are based upon a job analysis and the essential functions. However, if a candidate believes he/she is qualified for the job although he/she does not have the minimum qualifications set forth below, he/she may request special consideration through substitution of related education and experience, demonstrating the ability to perform the essential functions of the position. Any request to substitute related education or experience for minimum qualifications must be addressed to the Mississippi State Personnel Board in writing, identifying the related education and experience which demonstrates the candidate's ability to perform all essential functions of the position.

**EXPERIENCE/EDUCATIONAL REQUIREMENTS:**

**Education:** Graduation from a four-year high school or equivalent (GED or High School Equivalency Diploma);

OR

**Experience:** One year of documented experience as a MH-Direct Care Trainee.

**Required Training:** Successful completion of DMH-MH-Direct Care Worker Certificate Program within 90 days of hire date, as verified by the employing agency;

**JOB DUTIES:** Examples of work performed in this classification include, but are not limited to, the following:

- ❖ Assist clients in maintaining or regaining their optimal level of mental health or optimal functioning level.
- ❖ Conduct and assist with programs and activities for clients.
- ❖ Supervise, observe, account for and interact with clients.
- ❖ Physical requirements - ability to lift and move clients and equipment.
- ❖ Administers basic life saving techniques.
- ❖ Directs and participates in recreational and social activities.

- ❖ Accompanies residents to activities and programs outside the facility.
- ❖ Performs or assists in the performance of individual activities of daily living including but not limited to bathing, shaving, and brushing teeth.
- ❖ Uses appropriate behavior management techniques when interacting with individuals.
- ❖ Assist individuals with cleaning home, furniture, kitchen area and appliances, and bathrooms.
- ❖ Launders and inventories consumer linen and clothing.
- ❖ Attends and participates in all related in-service training sessions.
- ❖ Performs related or similar duties as required or assigned.

**ADDITIONAL INFORMATION:**

**Please note applicants must provide evidence of valid automobile insurance as required by the State of Mississippi in order to be considered for this position.**

Applications will be accepted until the positions are filled.  
If interested, please contact Windy Shields, 662-289-3421.

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