

Blue River Services, Inc.

Online Application available at www.brsinc.org
An Equal Opportunity Employer/Drug-Free Workplace

Human Resources Department
 405 N. Capitol Ave., (PO Box 547)
 Corydon, IN. 47112
 Phone: 812-738-0776
 TTY: 812-738-3526 or 877-243-8982
 Fax: 812-738-1617

CAREER OPPORTUNITIES AVAILABLE – BRS, Inc., a comprehensive community service organization offers a wide variety of challenging career opportunities in Southern Indiana. Positions require varied backgrounds and education. Wages compare favorably to other area employers with ample opportunity for advancement. Benefits include medical and life insurance, paid days off, as well as the opportunity to participate in agency-matched retirement plan, credit union, dental, vision, prepaid legal services, childcare discounts, supplemental healthcare plan and screen printing discounts. Apply in person to the above address. If you prefer, resume may be mailed or faxed to the address above. Please note, this application cannot be completed online, you must print the application, complete by hand and submit to the Human Resources Office.

JOB TITLE	DESCRIPTION	LEVEL
Children's Services Child Care Aides	Needed full-time at Rainbow's End Child Care Centers in Corydon and Georgetown. Qualified individuals must possess a genuine love for children and the desire to make a difference in their lives. Must be 18 years of age and possess an accredited high school diploma or equivalent. Also needed in infant room at Georgetown, must be 21 years of age. Please call Jennifer at (812) 738-1979 for Corydon Center or Carrie at (812) 951-3215 for Georgetown center. Must be able to work as scheduled between 6am - 6pm, M-F.	I
SGL Life Skills Instructors (Sub)	Provide supervision and instruction to adults with disabilities in a group home setting. Various shifts available depending on location. Qualified applicants must possess an accredited high school diploma or equivalent. We will train. <i>Openings at these facilities will vary from time to time. Check with the H.R. Dept. for information on current openings.</i>	I
Janitorial Associate Subs	Need janitorial "subs" to work on an "as needed" basis to fill in for current staff. Most sub placements would be for evening or week-end shifts. Will provide cleaning services to local businesses as well as mowing if needed. Openings in Corydon, Lanesville, Taylorsville, Seymour & Henryville. Experience preferred, not required. Call Donna at (812) 738-4541 for more information.	I
Transportation Van Driver/Bus Driver	Qualified applicants must be at least 21 years of age, have a clean driving record, have a positive and professional attitude and agree to adhere to DOT regulations. Van Drivers must obtain an operator driver's license with For-Hire Endorsement or possess a public passenger chauffeur's license. Bus Drivers must possess a CDL with public passenger endorsement. Applications can be obtained on our website at www.brsinc.org , (follow instructions on the site), or can be obtained in our HR office at 405 N. Capital Ave., Room 107, Corydon, IN. Resumes can be emailed to brhrmgr@brsinc.org or mailed to PO Box 547 Corydon, IN 47112.	II
SGL Life Skills Instructors (Corydon)	Full-time and part time position available, providing supervision and instruction to adults with disabilities in a group home setting. Qualified applicants must possess an accredited high school diploma or equivalent, & valid driver license. We will train. Examples of duties include assisting with shopping, preparing meals and general housekeeping. Must be able to lift 50 lbs. or more. Call Tim for more information at (812) 738-4996 or (812) 738-9161.	II

JOB TITLE	DESCRIPTION	LEVEL
SGL Life Skills Instructors (Palmyra)	Needed to provide supervision and instruction to adults with disabilities in a group home setting. Must be a caring person and we prefer experience working with individuals with disabilities. Full time and part-time weekend days and evening hours. Weekend hours include 12 hour shifts 7 a.m. to 7p.m., 9 a.m. to 9 p.m., and weekday hours are 3:15 p.m. to 9 p.m. Qualified applicants must possess an accredited high school diploma or equivalent. We will train. Contact Tina (812) 364-4105 for more information.	II
SGL Life Skills Instructors (New Albany)	Provide supervision and instruction to adults with disabilities in a group home setting. Qualified applicants must possess an accredited high school diploma or equivalent, and valid driver license. We will train. Examples of duties include assisting with shopping, preparing meals and general housekeeping and having fun in the community. Full-time & Part-time openings. Call Barbara for more information at (812) 734-4310.	II
SGL Life Skills Instructors (Corydon)	Provide supervision and instruction to adults with disabilities in a group home setting. Qualified applicants must possess an accredited high school diploma or equivalent, valid driver license. We will train. Examples of duties include assisting with shopping, preparing meals and general housekeeping. Must be able to lift 50 lbs or more. Full-time & Part-time, 1 st , 2 nd , 3 rd and rotating shifts. Call Jamie for more information at (812) 596-1455.	II
SGL Life Skills Instructors Part-Time (Salem)	Provide supervision and instruction to adults with disabilities in a group home setting. Qualified applicants must possess an accredited high school diploma or equivalent. Examples of duties include assisting with shopping, preparing meals and general housekeeping. Must be able to lift 50 lbs. or more. We will train. Sat. & Sun. 9am-7pm, 20 hours & Sun. 9am-6pm, Mon. & Tues. 3pm-10pm Wed. 3pm-9pm 32 hours. Call Holly for more information at (812) 883-1528.	II
SGL Life Skills Instructors (Salem)	Provide supervision and instruction to adults with disabilities in a group home setting .Full-time 3 rd shift, part-time 22 hrs., Sun. 8am-6pm, Wed. 4pm-8pm & Fri. 3pm-11pm & 20 hrs. Sat. 8am-5pm, Thurs. & Fri. 3pm-9pm.. Qualified applicants must possess an accredited high school diploma or equivalent, valid driver's license. We will train. Examples of duties include assisting with shopping, preparing meals and general housekeeping. Must be able to lift 50 lbs. or more. Call Bailey for more information at (812)-883-4852.	II
SGL Life Skills Instructors (Milltown)	Provide supervision and instruction to adults with disabilities in a group home setting. Qualified applicants must possess accredited high school diploma or equivalent and a valid driver's license. We will train. Examples of duties include assisting with shopping, preparing meals and general housekeeping. Must be able to lift 50 lbs or more. Full-time hours Mon. Tues. Thurs. Sat & Sun 4pm-12am actual hours may vary. Part-time hours also available. Call Eric for more information at (812) 365-2751 or (502) 553-8968.	II
In-Home Services Habilitation Instructor (Salem Based)	Need responsible individual to provide supervision and instruction to adults with disabilities in their home and in the community for our In-Home Services program. Some examples of duties include assisting individuals with shopping, preparing meals and general housekeeping. Experience is preferred, but we are willing to train. Accredited H.S. diploma or equivalent required. Washington County, Mon. 12am-4pm, Tues.-Fri 9am-4pm, Sat 8am-4pm. Contact Murie at (812) 883-0567 Ext. 1401for more information	II
BR Grafix Screen Printer	Full-time position 1 st shift Monday through Friday. Screen Printer needed at BR Grafix in Corydon. Qualified individuals must have skills to set up and operate screen printing press, vinyl cutter and heat press equipment. Includes all duties associated with screen printing, exposing film, registration, completing orders, reclaiming screens etc. Previous experience in screen printing industry is preferred. Must be at least 18 years of age with an accredited high school diploma or equivalent. For more information contact Evelyn at 812-738-2437.	II

JOB TITLE	DESCRIPTION	LEVEL
Children's Service Child Development Associate (Corydon & Georgetown)	Needed full-time at Rainbow's End Child Care Centers in Corydon and Georgetown. Qualified individuals must possess a genuine love for children and the desire to make a difference in their lives. This is a professional position and requires Child Development Credentialing or degree in Early Childhood or Elementary Education. Full benefit package including personal paid time, holidays, partially funded health insurance, and retirement. Also needed in Infant Room at Georgetown, must be 21 years of age. Please call Jennifer at (812) 738-1979 for Corydon center and Carrie at (812) 951-3215 for Georgetown center.	II
First Steps Service Coordinator (Georgetown & Evansville)	Full-time, position in Georgetown (Mon-Fri. 8am-4:30pm), requires excellent communication skills both verbal and written, professional work ethic, and accurate record-keeping abilities. Experience working with infants, toddlers & their families or experience serving persons with disabilities preferred. Must have a valid driver's license and dependable transportation. Will be required to travel to client's homes to provide services. Bachelor's degree required. "Spanish speaking/bilingual skills desired. For more information, contact Dean at spoesupv@brsinc.org .	III
Children's Service. After School Extended Day Instructors	Needed part-time Mon.-Fri. 3pm-6pm to provide supervision and instruction to students attending the Extended Day Learning Program at North Harrison, Morgan, East Washington and Medora Community Schools. Accredited high school diploma or equivalent required. Experience working with school age children a plus. Call Heather for more information at (812)-364-1142.	I
SGL Life Skills Instructors (Floater)	SGL (Supervised Group Living) Department is looking for an individual to serve in a full-time "floater" position that will cover all shifts at multiple group home sites for absent staff. Position requires a caring individual to provide supervision and daily living instruction to adults with disabilities who live in a group home setting. Must have experience working with individuals with disabilities, preferably in a group home setting. Must be very flexible to work all shifts as needed. Call Tim at 812-738-4996 or 812-738-9161 for more information	II
Children's Service After School Program Coordinator	Responsible for daily operation, coordination, and delivery of extended day learning program at North Harrison Middle Schools and Medora High School Mon.-Fri. 12:30pm-6pm. Bachelor's Degree in Elementary Education or related field preferred. Phone Heather at (812)-738-4971 for more information.	III
First Steps Service Coordination Clerical Assistant (Evansville)	Needed full-time for the First Steps office in Evansville. Must have good organization and computer skills. This is a front desk position requiring good communications skills. Also requires experience working with spreadsheets, word processing, and database software. Data entry experience a plus. Successful candidate will be able to multi-task and prioritize effectively by using organizational skills and be willing to work as a cooperative member of the department. Accredited High school diploma or equivalent required, Mon-Fri, 8-4:30 with flexibility. Contact Dean at spoesupv@brsinc.org . for more information.	II
IN Home Services Habilitation Instructor	Responsible for providing supervision and instruction to adults with disabilities in their home and community. Duties include assisting with shopping, preparing meals and general housekeeping. Experience preferred, but will train. Must be able to lift /transfer 50 lb. Accredited H.S. diploma or equivalent required. First shift 40 hrs./week, Mon.-Fri. 8:30am-4:30pm. Contact Dawn at (812) 738-4541 for more information.	II

JOB TITLE	DESCRIPTION	LEVEL
Youth Services Program Assistant (Full-time, Part-time & Subs)	Needed at Youth Shelters in Corydon. High School Diploma from accredited school or equivalent required. Individuals must be able to read, comprehend and apply agency-specific goal oriented services to adolescents and young adults in a group home setting. Positions require competent computer, communication and documentation skills, along with the ability to establish trusting relationships with youth and their families. Must be at least 21 years of age. Full-time hours third and first shift, part-time & sub positions available, second & third shift positions available. Call Jessica at (812) 738-3273 or Laura at (812)-738-0142 for more information.	II
Children's Service After School Outreach Coordinators	Needed part-time, 28 hours per week, to coordinate public relations and fundraising activities for afterschool programs at Medora Schools, 20 hours per week for North Harrison (home base Palmyra), hours will vary. A bachelor's degree in marketing, journalism, public relations, business, or afterschool program related field is required. Two years' experience in related field preferred. For more information, call Heather at 812-364-1142.	III
Administration IT Systems Assistant	IT Assistant serving IT needs for 3 Southern Indiana, multi-site, non-profit, human service organizations in New Albany, Corydon and Paoli. Home office in Corydon. Some travel between sites required. Successful candidate will be familiar with networking, remote access, software evaluation, hardware configuration, email setup and maintenance, helpdesk software, and other practical applications required to operate effective IT systems. Requires strong analytical skills and attention to details. Must be able to lift and carry up to 50 lbs. Associates in Information Technology preferred or equivalent in IT experience. Full-time position. Contact HR 812-738-0776 for more information.	II
First Steps Speech-Language Pathologist (Evansville)	Work as a member of an Early Intervention multi-disciplinary Eligibility Determination Team providing assessment services to infants and toddlers. Participate in IFSP development and review. Position requires excellent communication skills, both written and verbal, and accurate record-keeping abilities. Licensure by the Indiana Professional Licensing Agency required. Must have a valid driver's license and dependable transportation required for travel to client homes over a large service area. For more information contact Alice at dteast@brsinc.org .	III
Residential/SGL Group Home Manager (Corydon)	Needed full-time to manage day-to-day activities of group home for adults with disabilities. Duties include maintaining a safe and pleasant environment for the home residents. Responsible for ensuring that the home meets all established guidelines and standards. Good communication skills and record-keeping abilities a must. Management experience and experience working with persons with disabilities preferred. Bachelor's degree in related field required. Contact Tim at 812-738-4996 or 812-738-9161 for more information	IV
Community Resources Part-time Registered Nurse	Part-time position, 10-15 hours per week. Will be required to provide exams and keep medical records for individuals with developmental disabilities who live in home settings. Must be able to train staff on basic skills required to meet health care needs and administer drugs to the program residents. Good communication and record keeping skills a must. Must be flexible with schedule and able to serve in an "on-call" status as needed to meet the needs of the program recipients. Office location Corydon. Call Tammy at (812)-738-2018 for more information.	III
Janitorial Associates – Taylorsville Rest Area	Individuals needed to perform Janitorial activities at Taylorsville Rest Area. First shift 25.5 hrs. Mon-Tues 6am-3pm, Sun. 6am-3pm. Experience preferred, but not required, we will train. For more information, contact Dale at (812) 376-3288 or (812) 552-1280.	II

JOB TITLE	DESCRIPTION	LEVEL
<p><i>Children Services</i></p> <p>After School Program</p> <p>College & Career Readiness Program Assistant</p>	<p>Needed Part-Time, 20 hours per week at Eastern High School in Pekin, Indiana. Position will work as a cooperative team member along with Program Manager and Director, CCR Coordinator, and school administration to plan carry out effective College and Career Readiness program which ensures and improves program quality and effectiveness. Duties will include, but not be limited to: assisting CCR Coordinator and school administration by performing a variety of tasks such as copying, setting up snack, distributing notices and flyers, making contacts, completing required documentation, and supervising participating high school students. Bachelor Degree in Education or related field preferred, Accredited HSD and experience working with high school age youth required. Two years' experience managing and/or coordinating high school youth related educational or recreational programs preferred. Experience with College and Career Readiness curriculum helpful. Contact Heather for more information 812-364-1142</p>	<p>II</p>
<p>WIC Program</p> <p>Registered Dietitian or Nurse/Nutritionist (CPA)</p> <p>Full-time</p>	<p>The Women, Infants & Children (WIC) office is seeking a qualified individual to fill the position of Certifying Professional Authority (CPA). This is a full-time position, Mon. 12pm-7pm, Tues. 10am-7pm, Wed. 8:30am-4:30pm, Thurs. 8:30am-5pm, Fri. 8:30am-5pm in the Salem & Marengo County WIC offices. Applicant must be a registered Dietitian or Nurse or have a bachelor's degree in Nutrition from an accredited college. Involves individual and group nutrition counseling, breastfeeding consultation as well as determining WIC eligibility. Computer skills preferred. Contact T.J. at (812) 883-1394 for more information.</p>	<p>III</p>
<p>Transportation</p> <p>Dispatcher</p> <p>(Full-time and Part-Time)</p>	<p>Dispatcher needed for the transportation department, located in Corydon. Full-time 40 hrs. per week and Part-time position, 30 hours/week. Qualified applicants must possess exceptional PC skills, ability to use Microsoft Excel, Word and Outlook, as well as other software applications. Must be able to follow e-mail communication protocol, have some experience with database software, the ability to learn and manipulate data, excellent time management and analytical skills. Experience in transportation data management a plus, strong customer service, conflict resolution and communication skills a must. Ability to handle multiple phone lines with high call volume. Will have a positive and professional attitude and agree to adhere to DOT regulations. Accredited high school diploma required. Contact Roland for more information at 812-738-1681</p>	<p>II</p>
<p>Industries</p> <p>General Laborer Salem</p>	<p>General Laborers needed at our Salem facilities (production work) as production needs increase. These positions are considered to be "as needed" positions. The hours worked and length of employment will be determined by production demands (and performance). Level 1 staff are not eligible for agency benefits. Call Staci for information on Salem Industries 812-883-1122.</p>	<p>I</p>