



A Division of Salisbury Behavioral Health

PAHrtners Deaf Services is a dynamic team of behavioral health professionals serving Deaf and Hard of Hearing children and adults. Our environment is one of incredible teamwork and mutual support with a staff comprised of 85% Deaf or Hard of Hearing. As a result of our commitment to the Deaf/HoH community, PAHrtners is rapidly growing with the creation of new programs and expansion of our existing programs. Whether you are a high school graduate, recent college graduate or professional with many years of experience in the field of human services, we have a career building position waiting for you! E.O.E.

To apply for any of the positions posted, please send your letter of intent and resume to:

*Bernadette Class, Office Manager*  
*PAHrtners Deaf Services, 614 N. Easton Road, Glenside, PA 19038*  
*Email: [bclass@pahrtners.com](mailto:bclass@pahrtners.com); Phone: 215-884-9770 Fax: 215-392-6065*

*Glenn Alleman, Jr, Assistant Office Manager*  
*PAHrtners Deaf Services, 614 N. Easton Road, Glenside, PA 19038*  
*Email: [galleman@pahrtners.com](mailto:galleman@pahrtners.com); VP: 215-392-2420; Fax: 215-392-6065*

### **PITTSBURGH, PA POSTIONS AVAILABLE**

- Job Title:** Residential Counselor for Deaf Adults with Intellectual Disabilities  
**Location:** Pittsburgh, PA  
**Employee Type:** Various positions available (Full-time, Part-time, On-call)
- Description:** This position provides direct services to adults with intellectual disabilities and behavioral health needs living in our residence. Responsibilities include: assisting with daily living skills instruction and training; aiding in community integration; transportation; medication observation; writing progress notes. All shifts are available (day, evening, overnight and weekend).
- Qualifications:** HS diploma; valid driver's license; advanced fluency in ASL; demonstrated competency in independent living skills; ability to teach, advise and motivate Deaf consumers; strong interpersonal skills. Certified as a Peer Specialist, a plus!



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**PAHrtners Deaf Services is in collaboration with Green Tree School & Services to open a school program for Deaf and Hard-of-Hearing students with additional needs in Philadelphia, PA**

**POSITIONS AVAILABLE AT GREEN TREE SCHOOL & SERVICES IN PHILADELPHIA, PA**

- Job Title:** Special Education Teacher Deaf/Hard of Hearing  
**Location:** Philadelphia, PA  
**Employee Type:** Full-time position
- Description:** This is a full-time, ten month position to provide general classroom instruction for Deaf or Hard of Hearing students with serious emotional disturbances or developmental delays who may or may not have Autistic Spectrum Disorders.
- Responsibilities:** Demonstrate knowledge of the special needs and methods utilized to teach best practices for Deaf or Hard of Hearing Students, implement and evaluate success of prescribed curriculum and quality instructional techniques, work efficiently and effectively within an interdisciplinary team, Implementation of prescribed behavior program, maintain documentation and vigilance of student goals and objectives and progress monitoring, maintain focus on “best practices”, continuously seeking new ideas and techniques to ensure student progress, ability to apply differentiated instruction via a variety of techniques and approaches to meet the range of student levels and skills, other duties as assigned.
- Qualifications:** Bachelor’s degree in Education or a related field, Instructional I Certification in Special Education, Minimum two years of experience working with students who are Deaf/ Hard of Hearing, Proficiency in ASL as demonstrated by an Intermediate score of 3.0 or better on the American Sign Language Proficiency Interview or its equivalent, Valid Act 34, 151 and 114 clearances.

**POSITIONS AVAILABLE AT GREEN TREE SCHOOL & SERVICES IN  
PHILADELPHIA, PA**

**Job Title:** Para-educator Deaf/Hard of Hearing  
**Location:** Philadelphia, PA  
**Employee Type:** Full-time position

**Description:** This is a full-time, ten month position to assist the classroom teacher in the implementation of an instructional program and best practices of Deaf and Hard of Hearing students with emotional disturbances, and/or autism.

**Responsibilities:** Ability to work with individual students or group of students under the supervisor of the teacher, work closely with teachers as a member of the team to continually modify a student's program, to reinforce new and existing skills and concepts daily, to proactively anticipate the needs of the students, to assist in physical care of students including toileting, feeding, and other self-help skills. Must be physically able to assist in preventing an escalated student from self-harm or harm to others. Other duties as assigned.

**Qualifications:** Must have completed at least 2 years of postsecondary study, possess an associate degree or higher, or met a rigorous standard of quality as demonstrated through a state or local assessment. Ability to maintain highly qualified special education paraprofessional status as defined by PDE. Two years of experience working with students who are Deaf and Hard of Hearing. Proficiency in American Sign Language as demonstrated by an Intermediate score of 3.0 or better on the American Sign Language Proficiency Interview, or its equivalent. Valid Act 34, Act 151 and Act 114 clearances.

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**Job Title:** Staff Interpreter  
**Location:** Philadelphia, PA  
**Employee Type:** Full-time, Part-time or Flex available

**Description:** This position provides sign language interpreting services between Deaf staff/students and hearing staff. This could involve supervision, training, meetings, etc. Will also include some classroom interpreting for classes such as gym and art.

**Qualifications:** AA degree with a minimum of three years' interpreting experience OR BA degree in interpreting with one year of experience. Knowledge of mental health and/or developmental disabilities preferred. Compliance with PA Act 57 also required (meaning RID Certified & Registered with ODHH or EIPA with a 3.5 or higher for Secondary Education).

**Job Title:** Behavior Manager/ Behavior Management Assistant  
**Location:** Philadelphia, PA  
**Employee Type:** Full-time position

**Description:** This is a full-time, ten month position to assist in the implementation of their instructional and behavioral management program with Deaf and Hard of Hearing students who exhibit a variety of learning and behavioral problems, developmental delays who may or may not have Autism Spectrum Disorders.

**Responsibilities:** Ability to assist teacher and staff in planning and implanting appropriate behavioral goals and objectives as stated on the individualized behavior management plan of students. Ability to assist in working with an individual student or group of students in the classroom or in a separate setting removed from the classroom. Determine the readiness of and facilitate a student's return to his/her regular class, assist in supervision of students in the performance of academic tasks, using material and methods provided by teachers. Demonstrate knowledge of and practice intervention strategies in managing the behavior of students in emotionally stressful and crisis situation. To be able to collect and maintain behavioral data, i.e. charting, graphing, activity logs, etc. Other duties will be as assigned as well.

**Qualifications:** BA/BS degree in Education, Psychology, or related field (Behavior Manager) Must have completed at least 2 years of postsecondary study, possess an associate degree or higher, or met a rigorous standard of quality as demonstrated through a state or local assessment (Behavior Management Assistant)  
Minimum two years' experience working with students who are Deaf/Hard of Hearing  
Proficiency in ASL as demonstrated by Intermediate score of 3.0 or better on the ASL Proficiency Interview or its equivalent.  
Valid Act 34, 151, and 114 Clearances.

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*Bernadette Class, Office Manager at [bclass@pahrtners.com](mailto:bclass@pahrtners.com) OR  
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### **GLENSIDE, PA POSTIONS AVAILABLE**

**Job Title:** Administrative Assistant  
**Location:** Glenside, PA  
**Employee Type:** Full-time position

**Description:** This position provides administrative support to all programs. Duties: answer incoming voice, relay and VP calls; handle data entry for billing and invoices, maintain and process company vehicle records, manage calendars, coordinate meetings/trainings; take minutes; track supplies and handle all general correspondence. Will troubleshoot and assist wherever and whenever possible.

**Qualifications:** Minimum of a HS diploma + 3 years' administrative assistance experience; proficiency in MS word and excel. AA degree preferred. Must possess strong writing and proofreading skills and excellent organizational skills. Must answer the phones and have fluency in American Sign Language.

**Job Title:** Assistant Program Director, Residential Treatment Facility  
**Location:** Glenside, PA  
**Employee Type:** Full-time position

**Description:** This leadership position assists the Operations Director in the daily operations of the Residential Treatment Facility; including overseeing staff and directing client services. Position provides guidance and training to staff; support to our deaf consumers with behavioral health and/or developmental disabilities living in the community. Provide case management duties and function as a liaison to outside service providers. Track and maintain annual physicals, petty cash, scheduling staff, and etc.

**Qualifications:** Minimum of HS Diploma and two years' related experience or AA Degree plus one year related experience; two years' experience in deaf community; valid driver's license; fluency in ASL; demonstrated ability to supervise, teach, advise, and motivate staff members as well as deaf consumers. Must possess strong interpersonal, leadership, and time management skills!

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**Job Title:** Assistant Program Director for Residential Services  
**Location:** Glenside, PA  
**Employee Type:** Full time position

**Description:** This position provides guidance, leadership and support to front line staff, direct support to Deaf individuals with behavioral health needs and/or intellectual disabilities (ID) living within a residential setting. Provide 24 hour rotating on call support including some weekends/holidays, cover shifts, join team meetings and complete required documentation.

**Qualifications:** Minimum Requirement: AA degree or 60 college credits with 4 years' work experience with individuals with ID; valid driver's license; fluency in ASL; supervisory experience a plus; be able to teach, advise and motivate staff, possess strong interpersonal skills.

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**Job Title:** Assistant Program Director, Case Management Program  
**Location:** Glenside, PA  
**Employee Type:** Full-time position

**Description:** This position assists in overseeing the blended case management program provided to adults and children residing in the community. Responsibilities include: assist the program director in daily supervision of case managers; coordinate with other service providers; help manage program expenses; support consumers living in the community by working together to enhance their independence and socialization.

**Qualifications:** A Bachelor's degree in the Human Services field is preferred. Minimum of a HS diploma, 12 credit hours in social sciences and two years' related experience; valid driver's license; advanced fluency in ASL; demonstrated ability to supervise, teach, advise and motivate staff members as well as Deaf individuals. Must possess strong interpersonal, leadership and time management skills. Must be willing to work some evenings and weekends as needed and travel to various areas within the community. Knowledge of laws governing the rights of Deaf and Hard of Hearing individuals including IDEA and ADA a plus. Certified as a Peer Specialist, a plus!

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**Job Title:** Residential Counselor  
**Location:** Glenside, PA  
**Employee Type:** Various Shifts Available

**Description:** This position provides direct services to adults with intellectual disabilities and behavioral health needs living in our residence. Responsibilities include: assisting with daily living skills instruction and training; aiding in community integration; transportation; medication observation; writing progress notes. All shifts are available (day, evening, overnight and weekend).

**Qualifications:** HS diploma; valid driver's license; advanced fluency in ASL; demonstrated competency in independent living skills; ability to teach, advise and motivate Deaf consumers; strong interpersonal skills. Certified as a Peer Specialist, a plus!

**Job Title:** Enhanced Residential Counselor for Residential Treatment Facility  
**Location:** Glenside, PA  
**Employee Type:** Full-time positions

**Description:** This position provides direct care/supervision to adolescents with behavioral Health challenges. Duties: provide life skills training such as opportunities for community integration, participate in treatment of adolescents being served through observation, interaction, limit setting, implementation of treatment plans and behavior modification plans; assist in the development of positive peer culture; assist with making meals, provide 1:1 in school, run daily and weekly group meetings, assist with homework and provide support during family home visits.

**Qualifications:** One year related experience (preferably with children/adolescents), valid driver's license, advanced fluency in ASL, demonstrated competency in independent living skills; ability to teach, advise and motivate; strong interpersonal skills. Qualified candidate will also be a strong team player who possesses a great amount of patience and dedication to working with adolescents.

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**Job Title:** Case Manager  
**Location:** Glenside, PA  
**Employee Type:** Full-time position

**Description:** This position provides resources and support to individuals and their families who reside in the community and in our residential programs. Responsibilities include: assess service needs of individuals to ensure continuum of care; develop service plans; provide independent living skills instructions; advocate for access to public and private programs such as medical and vocational services.

**Qualifications:** BA/BS degree in a Human Services field preferred; or high school diploma + 12 credit hours in social science with two years' behavioral health direct care experience. Must have strong organizational skills, fluency in ASL and familiarity with other visual communication modes and language levels. Must be willing to work some evenings and weekends as needed and travel to various areas in the community. Knowledge of laws governing the rights of Deaf and Hard of Hearing individuals including IDEA and ADA a plus; must have a valid driver's license. Certified as a Peer Specialist, a plus!



**Job Title:** Staff Interpreter  
**Location:** Glenside, PA only  
**Employee Type:** Full-time, Part-time or Flex available

**Description:** This position provides interpreting services for: psychiatric evaluations, treatment meetings; family therapy sessions, home visits with PAH case managers and Deaf children and adults, meetings which involve hearing participants and staff meetings. Must be able to work with a team of hearing and/or Deaf interpreters.

**Qualifications:** AA degree with a minimum of three years' interpreting experience OR BA degree in interpreting with one year of experience. Knowledge of mental health and/or developmental disabilities a plus. Compliance with PA Act 57 (RID certified & registered with ODHH) also required.

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**Job Title:** Training Coordinator  
**Location:** Glenside, PA and Pittsburgh, PA (as needed)  
**Employee Type:** Full-time

**Description:** The Training Coordinator is responsible for the delivery and implementation of employee trainings. This will include facilitating all orientation training, including but not limited to; Agency Overview, HIPAA and Compliance, Ethics and Boundaries, TACT, CPR and First Aid, etc. This position will also be the liaison with any contracted trainers we utilize throughout the year, and/or participate in external training events. This individual will facilitate our orientation training sessions in both our Glenside location as well as our Satellite office in Pittsburgh.

**Qualifications:** Education requirements are flexible, based on experience. Excellent written and oral communication skills are necessary. Knowledge of Windows, Power Point, Word and Excel required. Effective interpersonal & communication skills. Excellent organization and presentation skills. Prior experience facilitating classroom trainings is a plus!