



## NOTICE OF JOB OPENING

### *Anchorage Employment Support Specialist*

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**OPENS:** Ongoing Recruitment  
**JOB STATUS:** Non-Exempt

**CLOSES:** When Filled  
**STARTING SALARY:** \$13.00 per hour

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### **JOB DESCRIPTION**

The Employment Support Specialist assists individuals experiencing disabilities with meeting their employment goals by providing supported employment services and direct care support in a variety of settings. This involves modeling employment procedures and positive communications and promoting community connections with individuals. Responsibilities may include assistance with building job skills and seeking employment. This position must be flexible to fill-in at different locations throughout Anchorage as needed.

### **REQUIREMENTS**

**EDUCATION:** High school graduate or G.E.D.

**EXPERIENCE:** Experience with individuals who experience developmental disabilities within an employment setting is preferred but not required. A good work history is essential.

- OTHER:**
- Ability to lift 50 pounds on a regular basis
  - Have a valid driver license & at least 3 years of driving experience (can include permit time)
  - Provide driving record that meets agency guidelines
  - Pass a criminal background check under state regulation

### **FOR MORE INFORMATION, CONTACT:**

Human Resources Recruiter  
Hope Community Resources, Inc.  
540 W. International Airport Rd  
Anchorage, AK 99518  
1-800-478-0078  
[jobs@hopealaska.org](mailto:jobs@hopealaska.org)