



Fiscal/Human Resources Office
Scioto County Board of
Developmental Disabilities
2619 Gallia Street
Portsmouth, Ohio 45662
740-353-0636
FAX: 740-354-5852

Notice of Available Position:
DEVELOPMENTAL SPECIALIST

MINIMUM QUALIFICATIONS: Have evidence of Bachelor’s degree in Nursing, Education, Social Work or related field from an accredited educational institution; one to two years related experience and/or training. Be able to get and maintain Ohio Department of DD Certification for Developmental Specialist. Maintain valid driver’s license and personal vehicle for agency use with insurance at or above Ohio’s minimum requirements. Have the ability to operate job-related equipment, especially a computer. The successful applicant must pass a multi-point background check, including a drug screening.

JOB DESCRIPTION SUMMARY: Work closely with Help Me Grow and outside agencies to assist in the development and implementation of goals in an Individual Family Service Plan (IFSP). Provide developmental intervention services for families with children birth to six years old, who are developmentally delayed or at risk of substantial developmental delay. Provide instruction to child and family (e.g., therapeutic techniques, environmental stimulation to prevent further delays), enhance developmental skills utilizing evidence-based practices; and attend team meetings. When requested by the family, attend transition meetings as an informed support. Provide guidance and encouragement to families to increase acceptance and understanding of child and in developing goals and strategies for the child and family. Maintain documentation of services provided and progress notes on child and family; complete detailed reports and other necessary paperwork. Participate in staff development and attend relevant conferences; prepare and give presentations to general public to enhance community awareness of program.

Working conditions may exist that are not such as normally exist in the occupation of the public employee such as exposure to bloodborne pathogens, communicable diseases, potentially infectious materials, and/or aggressive behavior. As necessary, employee shall comply with safety rules established for the purpose of fulfilling compliance with Ohio Employment Risk Reduction Standards, Rules or Orders, through the utilization of protective equipment and decontamination techniques.

Hours: Full-time; typically 8a – 4p, but must be available to work flexible hours

Salary: Commensurate with experience and education; full benefit package, OPERS retirement plan

Application Deadline: Open until position filled

Date of Posting: September 25th, 2023

Supt. Approval: [Signature] Date: 9/25/2023

HOW TO APPLY: Send resume, cover letter and a completed application to: Scioto County Board of DD, Human Resources Office, 2619 Gallia Street, Portsmouth, OH 45662, Fax 740-354-5852, or email: sciotocountydd@sciotodd.org. The application will be emailed to you upon request or may be downloaded from

The Scioto County Board of Developmental Disabilities is an Equal Opportunity Employer and does not discriminate on the basis of race, color, religion, sex, national origin, age, veteran's status, qualified mental or physical disability [except to the extent that physical ability to perform the job is a bona fide occupational qualification], political affiliation, parental status or genetic information. Individuals requesting any form of accommodation are encouraged to contact the Scioto County Board of DD.

Visit our website: www.sciotocountydd.org.



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[www.sciotocountydd.org/jobopportunities](http://www.sciotocountydd.org/jobopportunities). Applicants may hand-deliver requested documents in a sealed envelope left in the drop off box provided at the main entrance (in the rear parking lot of Vern Riffe School).

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