

## Center for Transitional Living (CTL)

CTL is a homecare agency. We provide services directly to people who need home care in Connecticut, as well as work closely with the State of Connecticut to provide care through its elder care, mental health and acquired brain injury waiver programs. We also provide services in Massachusetts.

**We are hiring** for the following positions immediately.

- **On-Call Coverage Personnel:** Milford, Norwalk, Hartford
- **Mental Health Recovery Assistant:** Preston, Norwich, Colchester, Groton.
- **Personal Care Assistant:** Stratford, West Haven, Bridgeport, Ashford, Danbury, New Milford, Lenox MA

If you are interested or want to **apply**, please **contact Autumn Geyer** at: [ageyer@ctl-ct.org](mailto:ageyer@ctl-ct.org)

You may also **APPLY directly on our website** by clicking this LINK: <https://ctl-ct.com/apply>

Please see a list of job descriptions and essential functions below.

### **Mental Health Recovery Assistant (Essential Functions):**

Part-time: \$13.00/hr

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The following functions shall be performed, if and only if, a client's treatment plan determines the functions necessary.

- Ensure the completion of Daily Encounter Notes
- Teach and Assist Client with Activities of Daily Living Skills to maintain a clean and orderly environment
- Engage with the Client's Treatment Plan
- Ensure the safety of the client in their homes through proper observation of their homes, including being aware of potential treatment issues
- Engage Clients in their treatment including utilizing available community resources
- Ability to develop and maintain cooperative, professional relationships with clients, other staff and community supports
- Must be able to work independently and responsibly

### **Personal Care Assistant (Essential Functions):**

Full-time/ Part-time: \$12.00 - \$15.00/hr

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The following functions shall be performed, if and only if, a client's treatment plan determines the functions necessary.

- Assist with phone calls and other correspondence, as needed

- Facilitate the participation in social activities including but not limited to:
- Family gatherings
- Recreational Activities
- Utilization of Community Supports
- Assist with errands out in the community
- Provide friendly, consistent medication reminders, if need be
- Provide transportation means for Grocery shopping and Doctor's appointments
- Assist with household tasks and house keeping including but not limited to:
- Laundry, vacuuming, dusting, changing linens, washing dishes, washing floors, etc.
- Promotes general hygiene by assisting Client with the following including but not limited to:  
bathing, grooming, showering, dental care, other personal hygiene assistance, as needed

**On-call Coverage Personnel (Essential Functions):**

Full-time/ Part-time: \$15.00 - \$16.00/hr

\*Have to be available to work 24 hours though-out the week, as well as On Call for weekend shifts.\*

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The following functions shall be performed, if and only if, a client's treatment plan determines the functions necessary.

This position is intended to ensure an Acquired Brain Injury (ABI) client is provided assistance with maintaining a comfortable and supportive environment when the client is not able to do so themselves. It also requires to be on call and to be able to provide immediate emergency coverage.

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- Assist with errands out in the community
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