

Developmental Disability (DD) Program Support Specialist Goochland Powhatan Community Services is seeking a Part Time DD Program Support Specialist to join our In Home Support Services (IHSS) team. In-Home Support is a one-on-one support service that focuses on helping individuals with developmental disabilities become independent in their homes and community. This is a remote position with flexible hours (applicant must reside in Virginia).

Primary responsibilities include reviewing and approving service documentation, developing ISPs, submitting service authorizations, and conducting assessments for children and adults diagnosed with developmental disabilities.

A successful candidate for this position must meet requirements as a Qualified Developmental Disability Professional (QDDP) and have experience working with individuals with developmental disabilities. This position will require excellent verbal and written communication skills, proficient computer skills, including documentation in an electronic health record; and the ability to make independent decisions with minimal supervision. Successful candidates must pass a background check with an active and unrestricted license.

Hourly rate of \$24.04/hour up to 28 hours per week depending on workload. For a complete job description, application, and submission methods please visit our website at: [www.gpcsb.org/employment](http://www.gpcsb.org/employment) or call 804-556-5400. Open Until Filled. EOE.

*QDDP: "Qualified Developmental Disability Professional (QDDP)" means a person who possesses at least one year of documented experience working directly with individuals who have a developmental disability and one of the following credentials: (i) a doctor of medicine or osteopathy licensed in Virginia, (ii) a registered nurse licensed in Virginia, or (iii) completion of at least a bachelor's degree in a human services field, including but not limited to sociology, social work, special education, rehabilitation counseling, or psychology.*