

HUDSPETH REGIONAL CENTER



Jerrie T. Barnes, M.Ed.
Director

100 Hudspeth Center Dr.
Post Office Box 127-B
Whitfield, Mississippi 39193

(601) 664-6000
Fax: (601) 354-6945

TO: All Departments
FROM: Patricia Hughes, Director of Clothing Department
DATE: June 12, 2023
RE: Job Vacancy – Support Care Professional

CLASSIFICATION: Support Care Professional II

SALARY: \$24,024.34 – \$29,192.75

EXPERIENCE/EDUCATIONAL REQUIREMENTS:

Education: Typically requires High School Diploma or high school equivalency, and One (1) – Two (2) years of experience. May require a Certified Nurse Assistant (CNA) designation.

Required Training: Successful completion of DMH-MH-Support Care Professional Certificate Program within 90 days of hire date, as verified by the employing agency.

JOB DUTIES: Examples of work performed in this classification include, but are not limited to, the following:

- ❖ Sew, mend, and place name tags in articles of clothing as necessary.
- ❖ Discard clothes when necessary.
- ❖ Measure and size individuals as needed.
- ❖ Create and design clothing for individuals with special needs.
- ❖ Assist Physical Therapy with making bed rail padding and positioning belts.
- ❖ Complete clean linen and towel count and disburse daily or as necessary to each unit.
- ❖ Have a professional work rapport with co-workers and cottage staff.
- ❖ Maintain a clean and safe work area.
- ❖ Attend all required in-service training sessions.
- ❖ Performs related or similar duties as required or assigned.

Applicants must be eligible to drive a state vehicle - have personal liability car insurance, a valid driver's license, and a good driving record.

Upon contingent employment offer, employees must complete a background check, pre-employment drug test, and submit proof of COVID-19 vaccination or accommodation request.

Applications will be accepted until the position is filled. If interested, please contact Patricia Hughes at (601) 664-6308. Any candidate who is called for an interview must notify Patricia Hughes in writing of any reasonable accommodation(s) needed prior to the date of the interview.

The State of Mississippi/Hudspeth Regional Center is an Equal Opportunity Employer