Todd County Employment Opportunity

Health & Human Services – Adult & Disabilities Unit
Home Health Aide \ Homemaker
Permanent Part Time position available (2)
and
Emergency Temporary positions available (up to 67 days/year)

POSITION SUMMARY: The purpose of a Home Health Aide is to provide personal care to the chronically ill, disabled, aged and assist in child care and/or management. Selected household activities may be assigned but are secondary to personal care services. The purpose of the Homemaker is to provide home maintenance and housekeeping services. The HHA\HM is a part-time, intermittent employee, hired on an hourly basis and scheduled based upon client work load.

The HHA\HM works under the direction of the supervising nurse who is caring for the client and/or family in the home. The HHA\HM is responsible to the assigned office support staff for pre-service training and orientation to the agency, for administrative details involved in employment, for schedules and reports.

MINIMUM QUALIFICATIONS: High school diploma or equivalent and a Certified Nursing Assistant Certificate or Home Health Aide Certificate.

Must possess and maintain a valid MN Driver’s License
Must pass a criminal background check

SALARY: Grade 14, Step 1 - $12.621/hour, plus pro-rated benefits. This is a part time, non-union position.

HOW TO APPLY: Official Todd County Application for Employment and job description are available online at www.co.todd.mn.us or the Todd County Administration Department, 215 1st Avenue South, Suite 300, Long Prairie, MN 56347, phone 320-732-6447. Completed Todd County Applications may be e-mailed to lori.jorgensen@co.todd.mn.us, or mailed/delivered to the Administration Department.

APPLICATION DEADLINE: Positions will remain open until filled; first review of applicants on 3/14/2016

Todd County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

PD 2/24/2016