Now hiring experienced & talented
Program Coordinator | Professionals for Full Time Salaried Positions

Can you answer ‘yes’ to these 9 questions and want to be a part of a ground breaking pilot program geared to change the industry?

1. Do you have experience, either personally or professionally, caring for the needs of those with developmental disabilities in a management or supervisory position? (Possibly in one of these roles: House Manager, Case Manager, Residential Care, Certified Nursing Assistant, Direct Support Professional, Social Services Specialist, or Developmental Disabilities Specialist).

2. Will your references agree that you are remarkably reliable, loyal, and committed to perfect attendance?

3. Are you renowned for your highly effective verbal and written communication skills?

4. Do you possess great patience, and the ability to easily adjust your schedule based on the needs of those under your care?

5. Can you provide impressive examples of your ability to plan, prioritize, organize and accomplish the necessary daily activities of those under your care? (Nutritional, hygiene, recreational, medical, and other life skills activities)

6. Can you pass a criminal background check?

7. Do you have a valid Oklahoma driver’s license, a reliable vehicle and in-force vehicle insurance?

8. Are you willing to submit to a drug test?

9. Are you willing to be part of a new, ground-breaking and transformative approach to careers in Residential Care in the United States?

If you answered ‘yes’ to all nine questions, contact us immediately…without hesitation!
(Confidential interviews available for those currently employed)

Please email your resume to: Human Resources at HR@anewleaf.org
Questions? Call us: (918) 451-1491 Ask for Paige or Kate

All those who meet our nine requirements above are guaranteed to receive a phone call, email or both!

Our Program Coordinator I’s enjoy:

- **Above average pay, starting at $30,000 per year!** Plus benefits including access to medical and dental insurance, 401K with a 3% match, short and long term disability, life insurance, and an incredibly generous Paid Time Off policy that includes paid holidays for full time employees.

- A working environment rich in dedicated coworkers and a team of organizational leaders focused on ensuring you have the tools necessary to succeed!

- The priceless and rewarding self-satisfaction seeing our clients lead a life rich in dignity as they positively participate in daily life activities because of your efforts!

- Being a part of A New Leaf, Tulsa Oklahoma’s most renowned nonprofit vocational and direct care organization, dedicated to transforming the industry through improved pay, benefits & career advancement.

- Be sure to learn more about the rewarding careers at A New Leaf by visiting our website and Facebook pages: [http://www.anewleaf.org/](http://www.anewleaf.org/) and [https://www.facebook.com/anewleafinc](https://www.facebook.com/anewleafinc)