



**Role:** Paraprofessional (on-site, 3-shifts)  
**Department:** Operations  
**Job Code:** Full-Time  
**Location:** TBD (To Be Determined)  
**Reports to:** Operations Manager  
**Pay Grade:** \$13.50+ (based on experience)  
**FLSA Code:** Non-Exempt (with paid training)  
**Employees Supervised/Directed:** None

## About the Job

### Paraprofessional

Crandell's Enterprises Inc (CEI) is North Carolina's #1 group home health care company. The Paraprofessional (Paraprofessional) is part of the health care team in Pitt County, Durham County and Wake County. The Paraprofessional provides direct or general care to mental health patients from admission through discharge under the direction of a supervisory Qualified Professional (QP) and within the parameters of the state licensing board. The Paraprofessional assists the patient, patients' families, staff and other support staff to assure the delivery of safe, quality care in alignment with the mission and vision of CEI

### Paraprofessional

At CEI, we deliver the highest quality of care for every resident through our most valuable asset: you. We seek compassionate and thoughtful individuals who share our passion for exceptional care in senior living. CEI partners with a vast network of organizations and providers across North Carolina to support our small team environment of caring professionals with the resources and benefits of a large enterprise. Your legacy of excellence begins when you join us at CEI

- Assist mental health patient(s) with management of resident's care plan, scheduling of services, medication
- Provide direct and indirect patient care services including personal care, meal prep, basic hygiene, lifting, dietary support, other personal needs and medical necessities in a group home centered environment
- Complete patient specific Paraprofessional documentation in the patient's record related to daily care, medications, behavior, crisis incidents, communication with others, etc.
- Report on potential compliance problems as outlined in the Employee Handbook
- Model ethical and appropriate behavior, professional standards, compliance, and personal integrity
- Must be able to perform the essential functions of the position with or without accommodation
- Clearly and concisely communicate the needs of residents and family, changes in residents' clinical condition, shift notes, and other issues



### **Qualifications of the Paraprofessional**

- High School Diploma or GED minimum education
- Reliable transportation
- Six months' experience in a health care environment; at least one year of direct patient care in an in-home setting
- (Caregiver, Patient Care Assistant PCA, Paraprofessional, or Home Health Aide HHA) preferred but not required
- Ability to react professionally, decisively and quickly based on protocol in emergency situations
- Ability to communicate effectively with peers, residents, guardians, medical professionals, and staff
- Nursing Assistant license is a plus but not required
- Ability to communicate and document written interventions with clients

### **Pay, Benefits and Perks for a Paraprofessional**

- Healthcare Options - Medical, Dental, Vision, Life and other voluntary insurances after 90 days
- Earn PTO+ for every quarter of perfect attendance
- Sign-on bonus for full-time qualifying candidates!
- 401(k) Retirement plan with company-matched contributions after 1 year of employment
- Have fun with contests and employee appreciation events every month
- Healthcare Options - Medical, Dental, Vision, Life and other voluntary insurances



**All are welcome!**

**CEI values a diverse and culturally competent workforce. We are proud of our commitment to being an equal opportunity, affirmative action organization that does not discriminate against applicants on the basis of any protected class status, including disability status and protected veteran status. Individuals with diverse backgrounds and those who promote diversity and a culture of inclusion are encouraged to apply.**

#### **EEO Statement**

**Our facility provides equal employment opportunities. We are committed to complying with all state, federal, and local laws that prohibit discrimination in employment, including recruitment, hiring, placement, promotion, transfers, compensation, benefits, training, programs, reductions in workforce, termination, and recall. Our facility strives to provide equal opportunity for employment to all individuals who are properly qualified and able to perform the duties of their employment, without regard to employees' legally-protected characteristics ("protected class") including: age, sex, race, color, creed, religion, national origin, ancestry, citizenship, marital status, pregnancy, medical condition, physical or mental disability, sexual orientation, gender identity, sex stereotyping, or genetic information.**