

# Mental Health Association in Orange County, Inc.



## **NEW POSITION**

### **HUDSON HOUSE VAN DRIVER – PER DIEM JOB POSTING**

- I. Title:** Hudson House Van Driver
- II. Reports to:** Community Program Manager
- III. Job Objectives:**
- Transport Hudson House members and assist with Hudson House Program activities.
- Perform duties while actively promoting an environment consistent with MHA's Cultural Equity Policy.
- IV. Qualifications:**
- High School Diploma.
  - Ability to work with individuals with a diagnosed mental illness.
  - Ability to exercise sound judgment under crisis situations and to abide by regulations regarding confidentiality.
  - Valid NYS Driver's License and ability to drive with current driving record acceptable for agency insurance coverage.
  - Must be clear and maintain an acceptable record under the Office of Mental Health (OMH) mandated criminal background check process.
  - Full COVID vaccination preferred.
- V. Responsibilities:**
- Transport Hudson House Program members safely from individual residences or predefined community pickup locations to Hudson House.
  - Assists with program needs – Groups, social activities, preparing/serving meals at Hudson House.
  - Develop and follow the most efficient and convenient transportation routes.
  - Assists with food pantry and food bank pickups for the program.
  - Ability to lift up to 20 pounds.
  - Assists with maintenance of vehicles including snow removal and light shoveling.
- VI. Other Duties:**
- Employee shall perform all other duties as may be required by management.
- VI. Terms of Employment/Benefits:**
- Non-Exempt.
  - Up to 20 hours per week
  - Paid holidays, vacation, personal and sick leave according to MHA policy.

**Please send letter of intent and resume to:  
Human Resources**

**Mental Health Association in Orange Co. Inc.**  
**73 James P. Kelly Way**  
**Middletown, NY 10940**  
**or fax to (845) 343-9665 or email**  
**[mharecruiting@mhaorangenyc.com](mailto:mharecruiting@mhaorangenyc.com)**