

**Asotin County  
Human Resources Department  
P.O. Box 250  
Asotin WA 99402**

**JOB POSTING**

**DATE OF POSTING:** August 3, 2025  
**CLOSING DATE:** Open until filled

ANYONE WISHING TO BE CONSIDERED FOR THIS POSITION MUST SUBMIT THEIR APPLICATION  
TO THE **HUMAN RESOURCES DEPARTMENT**

*FIRST CONSIDERATION WILL BE GIVEN TO REGULAR FULL-TIME OR REGULAR  
PART-TIME EMPLOYEES CURRENTLY WORKING FOR ASOTIN COUNTY*

**POSITION TITLE:** Temporary Employment Direct Support 1 (Pullman)  
**DEPARTMENT:** Community Services  
**REPORTS TO:** Program Manager(s)  
**RATE OF PAY:** \$17.63 per hour / up to 35 hours per week  
**SUMMARY:** This is a human service direct care position that requires the ability to work with people with disabilities who are seeking meaningful employment in the community.  
**BENEFITS** Seasonal positions do not qualify for benefits.  
**DUTIES AND RESPONSIBILITIES:** See attached job description  
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In compliance with the Immigration Reform and Control Act of 1986, Asotin County will hire only United States citizens and aliens authorized to work in the United States. Documented evidence of identity and employment eligibility must be presented at time of hire.

**WE CONSIDER APPLICANTS FOR ALL POSITIONS WITHOUT REGARD TO RACE, COLOR, RELIGION, CREED, GENDER, NATIONAL ORIGIN, AGE, DISABILITY, MARITAL OR VETERAN STATUS, SEXUAL ORIENTATION, OR ANY OTHER LEGALLY PROTECTED STATUS.**

**EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER  
AMERICANS WITH DISABILITIES ACT**

**Persons requiring accommodation should advise us of that need.**

**An Asotin County Job Application is required. Drug test and Background check conducted.**

ASOTIN COUNTY  
JOB DESCRIPTION

**POSITION TITLE:** Employment Direct Support I

**REPORTS TO:** Program Manager(s)

**SUMMARY:** Provides support and guidance services to people with developmental disabilities on the job and/or in their community.

**NATURE OF WORK:** This is a human service direct care position that requires the ability to work with people with disabilities who are seeking meaningful employment in the community.

**EXAMPLES OF DUTIES:** (Duties include but are not limited to)

- Under the direction of the Program Manager(s), provides guidance, support, and direction to eligible participants as outlined in program goals and plans.
- Responsible for the well-being and safety of participants when providing direct service and for the participant's overall safety as assigned.
- Attends staff meetings, in-service training, and other training as available and assigned.
- Timely and accurate documentation and submission of timesheets, expenses, participant reports, and other reports as assigned.
- Involvement of participant's vocational training/job support, as assigned to assure support of the individual goals.

**ESSENTIAL FUNCTIONS:**

- Ability to understand and follow the confidentiality agreement.
- Ability to read, write, speak and comprehend the English language.
- Physical abilities include standing and/or sitting for extended periods of time, reaching bending, stooping, squatting, twisting, pulling, lifting, and fingering.
- Ability to learn basic computer word processing and spreadsheet documentation.
- Ability to transport participants in own vehicle and department vehicles.
- Ability to work with people with developmental disabilities and their family members.
- Ability to understand contract requirements and department policies and procedures.
- Knowledge of self-determination philosophy and willingness to promote activities that guide participants toward greater choice.

**JOB REQUIREMENTS:**

Knowledge of guidance and support techniques to assist people with developmental disabilities to gain skills in self-direction. This position requires the ability to work a variety of hours including evenings and to maintain a flexible schedule; to work independently within the guidelines of the program assignment.

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