



Mission: Helping people, changing lives and making our community a better place to live by providing resources and services that inspire personal growth and independence.

Join Our Team!

We Are Hiring!

Community Action Partnership of Madera County

Title:	Shelter Resident Support Aide
Types:	Full-time; 12 months annually Sunday – Thursday, on-call rotation 3:30pm to 12:00am
Location:	Madera, California
Pay Range:	\$16.91 – 20.61 per hour
Benefits:	Medical/dental/vision/life, Employee Assistance Program, 403(b) retirement plan

How to Apply:

1. Visit www.maderacap.org and apply.
2. Fill out and submit the [Application](#) to employment@maderacap.org.

[CAPMC](#) is seeking a responsible person to perform human resources functions in the areas of benefits, development/training programs, on-going development supports, and wellness supports.

This individual must have the ability to:

- Work effectively with clients and their children from all socio-economic cultural backgrounds.
- Pass a background investigation intended to identify factors which may limit effective performance on the job and other areas consistent with local practice and policies.
- Work required weekend/evening/night shifts.
- Pass the Rape/Sexual Assault/Domestic Violence Counselor Training.
- Understand and carry out oral and written directions.
- Maintain accurate records.
- Operate necessary office machines.
- Maintain cooperative relationships with those contacted in the course of work.
- Speak and read Spanish is required.
- Use Microsoft Outlook, Teams, 365 products.

This individual will demonstrate to possess the knowledge of:

- Community Resources.
- Family Activities.

Requirements/Qualifications:

- High School diploma or GED is preferred.

General Physical Requirements:

- Exerting up to 15 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.
- Able to maintain regular, punctual attendance taking into account the provisions of

CAPMC's absenteeism policies are consistent with laws and regulations such as the Family Medical Leave Act (FMLA), California Family Rights Act (CFRA), Pregnancy Disability Leave (PDL) and other federal, state and local standards.

- Able to perform the essential job functions of the job subject to the potential reasonable accommodations subject to the standards and limitations of the ADA, FEHA and federal, state leave laws including, without limitation, the FMLA, CFRA, PDL and other federal and state laws and regulations.

Appointment will be contingent upon passing a pre-employment alcohol and drug screen, fingerprint clearance, and reference checks, pre-employment physical, immunization requirement, and TB test are required for Head Start funded positions.

CAPMC will consider qualified applicants with a criminal history pursuant to the California Fair Chance Act. You do not need to disclose your criminal history or participate in a background check until a conditional job offer is made to you. After making a conditional offer and running a background check, when CAPMC is concerned about conviction that is directly related to the job, you will be given the chance to explain the circumstances surrounding the conviction, provide mitigating evidence, or challenge the accuracy of the background report. Find out more about the Fair Chance Act by visiting calcivilrights.ca.gov/fair-chance-act/.

Affirmative Action / Equal Employment Opportunity / Drug Free Employer

