

MARCH JOB POSTINGS

Agency Capacity Development VISTA

AppCAA currently offers various types of client services including Economic Development, Children's Programs, Housing and Community Solutions. The VISTA Member will be focused on agency resource development. AppCAA is currently in an exciting period of redevelopment and growth and the VISTA member will provide the resources needed to revise policy and procedures as well as create new processes to help AppCAA make a concrete difference in the region. Along with working on policy and procedures, the VISTA member will be working on other aspects of the agency including training manuals, community outreach and focus groups, and deepening the comprehensive community assessment. The VISTA member will help AppCAA to work toward achieving and demonstrating excellence in all its programs, policies, procedures, and partners.

Member Duties : By working on Agency resource development the VISTA Member will be working with the Agency's Planner, Executive Director, and Board of Directors to document and enhance policy and procedures for AppCAA. The VISTA will also create and deploy a client satisfaction survey and a client referral system to ensure AppCAA remains focused on identifying and truly meeting client needs who are in poverty. AppCAA's VISTA Member will also assist with the first year update to the agency's comprehensive community needs assessment, including the development of client focus groups. A final task that will be assigned to the VISTA Member will be to work with existing staff to create training manuals for key agency processes to assist in transition, and succession planning. This member will work out of the AppCAA Gate City Office.

Program Benefits : Choice of Education Award or End of Service Stipend , Stipend , Living Allowance , Training , Relocation Allowance , Health Coverage* .

*For details about AmeriCorps VISTA healthcare benefits, please visit <http://www.vistacampus.gov/healthcare>

Terms :

Permits attendance at school during off hours , Car recommended , Permits working at another job during off hours

Service Areas :

Community and Economic Development .

Skills :

Computers/Technology , Time Management, Team Work , Community Organization , Communications

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<https://my.americorps.gov/mp/listing/viewListing.do?id=75177&fromSearch=true>

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Mountain Comprehensive Health Corporation is looking for a candidate for the position of IT Field Services Technician II. This position will be based out of our Whitesburg, KY location; travel to other MCHC facilities using a company vehicle will be required.

This IT position will include (but is not limited to) advanced computer troubleshooting, repair, and installation; basic network installation and troubleshooting, application support and multi media interaction. Creative thinking and teamwork skills are a must.

Ideal applicant will have a bachelor's degree in Information Technology, Computer Networking or a related field, or an associate degree with equivalent experience. Industry standard certifications are a plus.

Competitive pay and outstanding benefit package.

Please apply at www.mchcky.com/careers ; email resume, application, and any questions to itjobs@mtncomp.org

Mountain Comprehensive Health Corporation is an equal opportunity employer.

Pizza King

Delivery Driver

Delivering great service to the best customers. Delivering orders in a timely manner. Helping with making orders, cleaning and prep. Must have a valid drivers license and good driving record, must have a dependable car and be a listed driver on the auto insurance. Must also be willing to work! Random drug testing is also required. Full time or part time. Most delivery drivers average \$14 or more per hour. (Salary \$7.25 hr plus delivery fee and tips.)

For more information Contact: Gelnda Barnett

pizzakingtom@gmail.com; (276) 523-1010

<http://pizzakingdelivers.com/jobs.html>

Mountain Empire Older Citizens, Inc. (MEOC) is accepting applications for the following positions:

Marketing Coordinator: Will direct and support all marketing activities of MEOC. Responsible for strategic and creative development and implementation of all marketing communications activities of MEOC, including advertising, media relations, press releases, client relationship marketing, agency communications, e-marketing communications, agency website, social media, and special events. Bachelor's Degree in marketing, communications or equivalent experience.

Registered Dietitian: Will plan menus and oversee food services at the PACE Center in Big Stone Gap and oversee menus and education at MEOC congregate meal sites. The dietitian will join the PACE interdisciplinary team to care for older adults with chronic illnesses who live at home and need help with activities of daily living.

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Director of Family Support Services: Responsible for overall operations of in-home and family support services department including family/caregiver support services, personal care, PACE home care coordination, in-home respite, Alzheimer's support services and homemaker. Registered Nurse required, BSN preferred.

Intake/Enrollment Coordinator: Will evaluate, coordinate and manage intake and enrollment of individuals in our community who may qualify for services and benefits offered. Looking for candidate with home visiting experience. Associates Degree required, Bachelors Degree preferred.

All candidates must have excellent communication skills and ability to interact in a professional and confidential manner while working as a member of a team of dedicated professionals. For more information on these positions visit www.meoc.org.

Salaried positions with excellent benefits. Salary negotiable. Positions open till filled.

Must complete online application and upload resume at www.meoc.org. (on right hand menu, click under "Employment" on <https://meoc.ninjabig.com>). Mountain Empire Older Citizens, Inc. is an equal opportunity employer. EEO-VET-AA-Older Workers.

Walgreens

St. Paul, VA

Cashier Clerk, Part Time

<https://www.candidatecare.com/srccar/RTI.home?c=2150311&d=wag.hiring.com&rb=INDEED&r=5000459306310>

Long John Silvers

Kingsport, TN

Team Member

Shift Leader

<https://www.ljsilvers.com/careers>

FASMART

Norton, VA

Sales Associate

<https://storecareers-gpminvestments.icims.com/jobs/9404/sales-associate/job?mode=job&iis=Indeed&iisn=Indeed.com&mobile=false&width=1140&height=500&bga=true&needsRedirect=false&jan1offset=-300&jun1offset=-240>

Department of Social Services

Norton, VA

Office Associate III

<https://virginiajobs.peopleadmin.com/postings/140802>

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Food City
Wise, VA
Courtesy Clerk
Cashier
Day Stocker
Food Service Associate/Bakery Deli Helper
Meat Helper
Night Stocker

<http://www.foodcitycareers.com/>

Subway
Castlewood
QSR Sales Associate

<https://storecareers-gpminvestments.icims.com/jobs/9396/qsr-sales-associate/job?mode=job&iis=Indeed&iisn=Indeed.com>

Ballad Health
Norton Community Hospital
RN, Home Health, Call and weekend coverage
RN, Home Health, PRN
Certified Phlebotomist, PRN
Education Coordinator (FT) Organizational Development
Utility Worker, Environmental Services (Part time – with benefits)
RN, MED Surg PEDS

<https://balladhealth.teds.com/careers/views/tabMenuWrappers/searchJobs.xhtml>

Ballad Health
Dickenson Community Hospital
Respiratory Therapist, Cardiopulmonary SVCS
RN, Inpatient Geropsych – Green Oak
LPN, Inpatient Geropsych – Green Oak (PRN)
Utility Worker, Environmental Services (PRN)

<https://balladhealth.teds.com/careers/views/tabMenuWrappers/searchJobs.xhtml>

Ballad Health
Holston Valley Medical Center
Barista
Case Manager
Cath Lab RN
CMU – Central Telemetry Tech
Cook
Department Secretary, ICU
Environmental Services Tech

<https://www.balladhealth.org/careers/job-search-2>

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Ballad Health

Indian Path Medical Center

Phlebotomist, Certified (Part Time – No Benefits)

<https://balladhealth.teds.com/careers/views/tabMenuWrappers/searchJobs.xhtml>

Ballad Health

Lonesome Pine Hospital

Registered Nurse, NLBC/Birthplace

Patient Registration Representative

Patient Access Supervisor

<https://www.balladhealth.org/careers/job-search-2>

Ballad Health

Mountain View Regional Medical Center

Cook

<https://www.balladhealth.org/careers/job-search-2>

LOWE'S

Wise, VA

Sales Specialist – Appliances

Sales Specialist – Plumbing

Delivery Coordinator

<https://jobs.lowes.com/search->

[jobs/Laurel%20Grove%2C%20Wise%20County%2C%20VA/1627/4/6252001-6254928-4794277-4768761/36x97982/-82x65266/5/2](https://jobs.lowes.com/search-jobs/Laurel%20Grove%2C%20Wise%20County%2C%20VA/1627/4/6252001-6254928-4794277-4768761/36x97982/-82x65266/5/2)



JOB DESCRIPTION: FUNERAL DIRECTOR

Direct Supervisor: Chapel Manager

Job Summary:

A Funeral Director will:

- Make initial contact with families to set appointment times for arrangement conferences.
- Present all applicable personalization options to families.
- Work all various types of ceremonies.
- Lead chapel, church, graveside and memorial ceremonies.
- Take families in for first viewings.
- Insure that all details and requests by families are carried through to the families' expectations.
- Provide continuous follow up with families on a regular basis.
- Communicate closely with Administrative Assistants.

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- Become familiar with driving routes for funeral processions.
- Make sure that all ceremony arrangement and ceremony details are in order.
- Insure that all necessary equipment and supplies are ready for use as well as cleaned and returned after use.
- Communicate to ceremony team all details and expectations for ceremonies.
- Respond to and follow upon all price shopper calls.
- Actively promote Bliley Funeral Homes and Cremation Center in the community

Job Requirements:

- Licensed Funeral Director
- Must exhibit a high degree of sensitivity, compassion and caring for families experiencing a loss.
- Must have an excellent working knowledge of funeral ceremonies in general
- Must be very knowledgeable in all areas of funeral industry related merchandise and personalization option.
- Must be able to present merchandise and personalization options to families effectively
- Excellent verbal, non-verbal, and written communication and interpersonal skills.
- Must have a working knowledge of pre-need laws and available options.
- Have a general knowledge of post service care resources available to families.
- Moderate computer skills.
- Significant ability to work independently.
- Ability to multitask within job requirements

Education:

- Mortuary Science Degree
- Completed Accredited Apprenticeship Program
- Experience working as a Funeral Director is preferred but not required

Physical Requirements:

Regularly required to stand, sit, walk, reach, bend, lift, listen, talk, climb stairs, and perform computer keyboarding. May need to transport/lift items weighing up to 75 pounds.

Working Conditions:

This is a 40-hour per week, varied schedule position and may require working nights and weekends.

Salary and Benefits:

This is a full-time exempt, salaried position. Benefits are provided as described in the *Bliley's Associate Handbook*.