

Job Coach – Part-Time (\$11 hourly)

Make a difference in people's lives and enrich your career. We are a quality driven non-profit organization serving hundreds of individuals with developmental disabilities. We have an opening for a part-time Job Coach to maintain effective work placement sites for adults with special needs working in the community. The Job Coach will develop and implement instruction plans for individuals with special needs on work sites, including specific trainings and adjustments to their work environment, as well as assisting in training the participants at their job location (various cities surrounding Downey)

**** YOU MUST BE AVAILABLE DURING THE WEEKDAY, EVENINGS AS WELL AS WEEKENDS ****

Duties include, but are not limited to

- Develops and implements direct instruction plan for participants in the Supported Employment Program, including specific training and adjustment to their work environments.
- Is available to participants, families and employers for feedback, updates, problem solving and crisis intervention.
- Maintains all on-the-job records. Evaluates instructional plan and monthly progress, making revisions whenever necessary. Obtains information from employer on job performance.
- Develops adaptive methods of training and instruction based on the participant's needs.
- Works with employers to fully integrate participants into the work environment, including modification of standard training and instruction, building relationships with co-workers, and adjusting to the workplace.
- Train participants to use Public transit.
- Participates in case reviews and goal planning for each worker.

Requirements

MUST be at least 21 years of age

High school diploma or GED required

Bilingual in Spanish preferred

MUST pass criminal background check

Current California driver's license with a good driving record required

Please no visitors or phone calls