



STARability Foundation Vocational Services Job Coach

The STARability Foundation Supports people with disabilities by providing life-transforming opportunities that emphasize **T**eamwork and connection to the community to build **A**wareness and **R**espect for individual abilities. STARability serves individuals with intellectual and developmental disabilities in Southwest Florida, where we provide lifelong support. STARability opens up a whole calendar of engaging activities with innovative and creative programs that focus on continuing education, teamwork, and community involvement.

Position Summary

The Vocational Services Job Coach helps people with disabilities learn, accommodate, and perform their job duties by working with individuals one-on-one and/or in a small group. The Job Coach serves as a support to the STARability Vocational Services Manager in promoting successful employment placements. Job coaching occurs through shadowing the employee, making observations, providing feedback, identifying appropriate accommodations such as breaking tasks down into smaller achievable steps, and providing feedback. Job Coach activities can entail both in and outside of the workplace duties including workday readiness, interpersonal skill development, task supervision, task modification, and prompting for completion.

HOW TO APPLY

To apply, please submit cover letter and resume to halley@starability.org. No phone calls, please.

Responsibilities

- Help employees learn and perform their work duties.
- Assist with interpersonal skills and social relations in the workplace.
- Observe employee performance and identify areas needing improvement, adjustments to level of support, and additional tasks to consider.
- Conduct task analysis and provide input on goals.
- Serve as a liaison between the employer and the Vocational Services Manager.

Qualifications

- Minimum of 18 years of age and have a High School diploma or equivalent. Some college preferred.
- Experience working with individuals with intellectual and developmental disabilities preferred, but not required.
- Experience supervising and instructing others in task completion.
- Ability to be flexible, patient, and handle a variety of situations.
- Ability to communicate with a wide variety of individuals in the community.
- Must pass Level 1 Background Check.
- Must have valid Driver's License.

Hours

This is a part-time position of 25-30 hours/week with the potential to increase to full-time hours. Shift days and times will be coordinated in agreement with employees' schedules and additional duties.