

## **Personal Job Coach**

**\*\*This position is funded by the state of Maryland's Developmental Disability Administration (DDA) through the Self-Directed Waiver Program.\*\***

This is a position that provides direct care and support services to an individual with intellectual disabilities who will work within a community setting.

Title: Job Coach Location: Rockville, MD Hours: Part Time Salary: \$14-16 an hour

### **Job Description:**

- Knowledgeable on hiring and training process for employees with disabilities
- Develops business partnerships in the community for paid and volunteer employment opportunities
- Teaches job readiness skills such as interviewing, schedule management, stress management/coping strategies, and self-advocacy
- Develops appropriate vocational goals and objectives for the Individual Service Plan (ISP)
- Provides job coaching supports, implements appropriate accommodations, and teaches related community based instruction
- Serves as a liaison between employer and consumer, problem solves, and provides additional vocational skill training on-site as needed
- Travel trains to employment sites within the community
- Completes data collection and monthly/quarterly reports
- Performs other related duties as assigned for the purpose of assuring successful employment for the employee

### **Minimum Qualifications:**

- College degree BA or AA degree preferred, or college coursework in Human Services (Psychology, Social Work, Special Education, Counseling, etc.)
- Experience with individuals with developmental disabilities
- Basic Computer skills
- Good Verbal and Written Communication skills
- Valid U.S. Driver's License including good driving record
- Ability to successfully complete a drug, criminal background, and professional reference check

### **To Apply:**

If you are interested in this position please send your resume to Nick Olsen at [s.directedwaiverprogram@outlook.com](mailto:s.directedwaiverprogram@outlook.com) or call 240-731-1382 for more information.