

**Capabilities Partnership, Inc. dba
Epilepsy Society of Southern NY**

**Job Posting – Job Coach working with
People with Disabilities**

Description

Capabilities Partnership Inc. doing business as the Epilepsy Society of Southern New York provides services to individuals with epilepsy, traumatic brain injury and other disabilities. We provide case management, vocational services, education, advocacy, information and referral and other programs funded by OPWDD's Home and Community Based Waiver, the Department of Health's Traumatic Brain Injury Waiver and ACCES-VR. See our website for additional information: www.mycapabilities.org

We currently have an opening for a highly motivated, dedicated professional with good customer services skills, excellent organizational skills, strong communication skills (written and verbal), and a true desire to help individuals with disabilities.

This person will be responsible for providing job coaching and follow-along services to people with disabilities. This involves providing hands on, on-the-job training for people with disabilities at various job sites within the community.

Candidates must be willing to drive throughout our service area (mostly Rockland, Orange counties but may also include Sullivan, Dutchess, Ulster, Putnam, and Westchester Counties) to meet with individuals and employers at the job sites. Business travel expense reimbursement provided. Must be willing to work some nights and weekends as needed.

Skills

The ideal candidate will have a bachelor's degree preferred, a varied work background and experience working with people with disabilities. Experience in vocational services is helpful but not necessary. We are willing to train the right person (i.e. someone who learns quickly, who has some experience and an earnest desire to help people with disabilities, who is willing to drive throughout our service area, who is willing to work some nights and weekends and who has good communication skills.) Reliability is a must for this position as those we serve will depend on this person to show up at the scheduled times and provide needed services.

Other Comments & Notes

Please E-mail your resume and cover letter (which is to include your willingness to drive throughout our service area) or fax to (845) 627 – 0629. We expect to offer a salary of \$17 to \$19 per hour depending on experience for a 35 hour work week. We offer benefits such as medical/dental/401k/paid time off and the potential for a bonus.

We will only respond to candidates we are interested in. We are an Equal Opportunity Employer / Affirmative Action Employer.