

California State University, Fresno Foundation

LEAD COACH, COMMUNITY INCLUSION – WAYFINDERS

JOB ANNOUNCEMENT #25-699

POSITION SUMMARY:	<p>Part-time, non-benefited position for the Wayfinders Program with California State University, Fresno Foundation. Wayfinders at California State University, Fresno is an inclusive postsecondary program for young adults with intellectual/developmental disabilities. The Wayfinders Program falls under the Kremen School of Education and Human Development and is funded through California State University, Fresno Foundation. The Lead Coach will work evenings and weekends under the direction of the Community Inclusion Coordinator and directly with students and coaching staff. Assignments will be rotated based on students' needs and calendar availability. The job duties will be varied, requiring an individual who is self-motivated, creative and efficient. This position reports to the Community Inclusion Coordinator and will provide direct student support to the Wayfinders Program. Work hours include evenings and weekends.</p>
ESSENTIAL JOB FUNCTIONS:	<p>Under the general direction of the Community Inclusion Coordinator (CIC), the Community Inclusion Lead will be responsible for the following. Duties, which include, but are not limited to:</p> <ul style="list-style-type: none"> • Assist the CIC in implementing domain-specific benchmarks and evaluation procedures • Utilize Therap to monitor & log student progress and highlight student behaviors. • Read and comprehend various types of documentation • Train and supervise student coaches as necessary under the direction of the CIC • Ensure the accuracy and consistency of data entry while adhering to established guidelines and protocols. • Collaborate with team members to prioritize tasks and meet deadlines effectively. • Communicate any discrepancies or inconsistencies found in the documentation to the CIC • Maintain confidentiality and handle sensitive information with discretion. • Assist in organizing and categorizing documents for efficient retrieval and reference. • Assist the CIC in scheduling Community Inclusion Coaches' shifts • Liaise with volunteer sites and future volunteer sites to support our students' integration and inclusion within it. • Observe, collect data and monitor instructional effectiveness of skills and student progress, using tools and strategies gained through professional development • Promptly submit documentation for shifts and/or supports provided • Provide Coaching support as needed • Respond to emergency situations, as needed in collaboration with Wayfinders Staff. • Weekend/evening availability required • Other duties, depending on domain assigned • Other administrative duties as assigned
POSITION REQUIREMENTS:	<p><i>To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.</i></p> <ul style="list-style-type: none"> • High school diploma or equivalent required • Must be enrolled for the upcoming semester at California State University, Fresno for at least 6 units (undergrad) or 4 units (grad) • Knowledge of general office procedures and practices • Ability to multitask and meet deadlines in a fast-paced environment while maintaining a high level of accuracy • Proficient computer skills • Ability to maintain a high level of tact, diplomacy, and confidentiality • Ability to work effectively with a diverse population • Valid Driver's License, vehicle and insurance as coaches may be asked to provide transportation

	<ul style="list-style-type: none"> • Completion of First Aid, CPR, and fingerprint clearance (to be completed upon hire) • Outstanding written, oral and interpersonal communication skills • Coaches must have a passion and ability to relate to individuals with intellectual/developmental disabilities • Must have a basic understanding of different learning styles of students, be adaptive and creative, adjusting to the needs of each student • Utilize critical thinking and problem-solving skills while working with students and personnel • Demonstrate excellent organization skills • Any duties related to the domain assigned
SALARY/BENEFITS:	\$19.00 per hour. This is a part-time, non-benefited position.
DEADLINE:	Application review begins immediately; open until filled.
TO APPLY:	<p>Please visit the Auxiliary Human Resources page at https://auxiliary.fresnostate.edu/association/hr/employment-opportunities.html for job announcement and application.</p> <p>E-mail completed application & resume to: wayfinders@mail.fresnostate.edu</p>

RESUMES WILL NOT BE ACCEPTED WITHOUT A COMPLETED APPLICATION

*California State University, Fresno is a smoke free campus. For more information, please click <http://fresnostate.edu/adminserv/smokefree/index.html>
Employment for this position is by the California State University, Fresno Foundation. This is not a State of California position.*

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