

# California State University, Fresno Foundation

## LIVING SKILLS COACH - WAYFINDERS

### JOB ANNOUNCEMENT #23-420

<b>POSITION SUMMARY:</b>	<p><b>Part-time, non-benefited position for the Wayfinders Program with California State University, Fresno Foundation.</b> The position is year-round. The Living Skills Coach will provide support to Wayfinders Students across various domains. Domains include residential, vocation, academics and activities. The Living Skills Coach will report to the domain coordinator under the domain which they have been hired. The primary responsibility of the Coach is to encourage the building of skills so that the Wayfinders student will gain independence in apartments, on campus, at worksites and within the community. The goal of the Coach is to support and guide Wayfinders students towards self-determination, self-advocacy, and independence. Applicant must have a strong interest in improving the lives of individuals with disabilities. Assignments will rotate as needed for proper staffing of student activities, work schedules and trainings. Shift work: morning, evening, and/or weekend hours.</p>
<b>ESSENTIAL JOB FUNCTIONS:</b>	<p>Typical duties include, but are not limited to the following:</p> <ul style="list-style-type: none"> <li>• Demonstrate a passion and ability to relate to individuals with intellectual/developmental disabilities</li> <li>• Demonstrate effective and appropriate communication with staff, students, and community members</li> <li>• Provide coaching support to Wayfinders students with the goal of skill acquisition</li> <li>• Break down tasks and teach/support students as needed</li> <li>• Promote amongst Wayfinders students, ownership, choice education/decision-making skills with the goal of increasing levels of overall independence</li> <li>• Counsel on appropriate behaviors and interpersonal skills</li> <li>• Provide guidance necessary to assist students in the successful planning and execution of employment opportunities</li> <li>• Accompany students to classes, job sites/appointments and other community sites as necessary</li> <li>• Observe, collect data and monitor instructional effectiveness of skills and student progress, using tools and strategies gained through professional development</li> <li>• Promptly submit documentation for shifts and/or supports provided</li> <li>• Communicate with supervisor and site administration through a weekly schedule/log of activities and individualized notes</li> <li>• Keep accurate attendance records</li> <li>• Model superior customer service to all Wayfinders staff and students</li> <li>• Maintain confidentiality of all pertinent matters relating to personnel, students and faculty</li> <li>• Serve as an advocate for disabled students with related community agencies and various aspects of Fresno State</li> <li>• Respond to emergency situations, as needed in collaboration with Wayfinders staff</li> <li>• Address and resolve issues that threaten the health safety and continued independence of the students</li> <li>• Assist with special events as needed</li> <li>• Driving may be required</li> <li>• Other duties as assigned</li> </ul>
<b>POSITION REQUIREMENTS:</b>	<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"> <li>• High school diploma or equivalent required</li> <li>• Must be enrolled in the upcoming semester at California State University, Fresno in at least six (6) units (undergrad) or three (3) units (grad)</li> </ul>

	<ul style="list-style-type: none"> <li>• Valid Driver's License, vehicle and insurance as coaches may be asked to provide transportation</li> <li>• Completion of First Aid, CPR and fingerprint clearance (to be completed upon hire)</li> <li>• Good organization and writing skills to be required to log and take detailed case notes on any work they do with the students</li> <li>• Coaches must have a passion and ability to relate to individuals with intellectual/developmental disabilities</li> <li>• Must have a basic understanding of different learning styles of the students, be adaptive and creative adjusting to the needs of each student</li> </ul>
<b>SALARY/BENEFITS:</b>	<b>\$16.50 per hour.</b> This position is non-benefited.
<b>DEADLINE:</b>	<b>Application review begins immediately; Open until filled.</b>
<b>TO APPLY:</b>	<p>Please visit the Auxiliary Human Resources page at <a href="https://auxiliary.fresnostate.edu/association/hr/employment-opportunities.html">https://auxiliary.fresnostate.edu/association/hr/employment-opportunities.html</a> for job announcement and application.</p> <p>E-mail completed application &amp; resume to: <a href="mailto:auxiliary-hr@mail.fresnostate.edu">auxiliary-hr@mail.fresnostate.edu</a></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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