



MONARCH ILS

## Increasing independence and creating community for individuals with developmental disabilities.

Our person-centered services are designed to support individuals in becoming more independent, empowered, and actively engaged in their community. Programs of instruction and support are highly individualized and developed around the specific needs and goals of each individual. Support may be provided in the home, in the community, at school or work, or within group classes created around shared interests and needs.

**Position:** Direct Support Professional (Life Skills Coach)

**Purpose of Position:** To help people live as independently as possible with dignity and self respect. We are looking for motivated, compassionate, team-oriented individuals who enjoy assisting others to join our team.

**Duties and Responsibilities:** Direct Support Professionals (DSPs) work one-on-one with individuals with developmental and intellectual disabilities. DSPs support the implementation and teaching of skills, as identified by the client and their team. Each client is unique, but a typical day might include activities such as working with the client on their budgeting skills, assisting the client in leading an art activity, attending an activity hosted by another client, or supporting the client with their job or classes. Each day can be different and fun!

- Implement training and teaching skills as identified by the individual and their team in community based settings, job or volunteer sites, college campuses, and/or the individual's home.
- These skills include, but are not limited to: budgeting, cooking, supporting people at their volunteer or work sites, nutrition and health, community and internet safety, developing and maintaining healthy relationships, communication skills, self-advocacy, decision-making, problem solving, self care such as grooming, hygiene, and appropriate dress.
- Maintain all necessary individual records and evaluations for each shift.
- Participate in all staff meetings and in-service training.
- Provide input for program planning and implementation, based in part on experiences with clients
- Communicate as required with Coordinators and Directors concerning clients, their services and training, and overall well-being.

**Status:** Hourly position. The position may be full-time or part-time. If regularly scheduled for 30 or more hours each week, employee is eligible for benefits which include sick leave, paid vacation, holiday time off, and medical/dental insurance (70% of the premium)

**Knowledge, Abilities and Skills:**

- Knowledge of, or willingness to learn, the needs of persons with developmental and intellectual disabilities; possess the skills to effectively teach and train persons with developmental and intellectual disabilities; the ability to encourage persons with disabilities to make informed choices and the knowledge to facilitate opportunities for growth in the individuals being served.
- Strong oral and written communication skills.

**Qualifications and Education:**

**Required:**

- High School diploma or equivalent and be at least 18 years of age or older.
- Driving will be required with the particular individuals being supported, therefore, an insured vehicle in working order and a valid Driver's License are required.
- CPR and First Aid certification within 30 days of hire.
- Current TB test within 30 days of hire.
- Physical ability to climb stairs, walk for reasonable distances, and lift up to 25 pounds.
- Access to a computer or tablet and stable wifi.
- Proficiency in Google Drive, Docs, and Sheets.

**Preferred:**

- Two years experience and/or training in the field of Developmental and Intellectual Disabilities, Psychology, or a related field.

Employee Signature:
Date:

EOE