

ILS/Peer Counseling Specialist

TIME: Full-time
BENEFITS: Health, Dental, Cafeteria Plan
SALARY: \$16.25 an hour
STATUS: Non-Exempt
REPORTS TO: Core Service Manager



Independence, Inc.
2001 Haskell Ave.
Lawrence, KS 66046

GENERAL JOB DESCRIPTION

This individual is responsible for providing independent living skills (ILS) training, transition services, and coordination of the Peer Counseling Program. This individual specializes in providing ILS training for transition age students with disabilities. This person will also be responsible for building community support for programs as well as identifying and utilizing community resources. This individual will direct their work complementary to the spirit and intent of the independent living philosophy. The Core Service Manager supervises the individual in this position.

DUTIES AND RESPONSIBILITIES

Independent Living Skills Training

- Conduct Independent Living Skills training in accordance with the philosophy of independent living. This includes assisting consumers with identifying goals, then developing and implementing individualized training plans to meet the goals. IL Skill training includes but is not limited to the following areas: career/job development, money management, health insurance, daily living skills, household management, mobility, peer support, self and individual advocacy, assertiveness, and socialization.
- Work with consumers one-on-one and in groups, both at the Center and in the individual's home environment, as is appropriate.
- Facilitate timely completion of IL plans or goals, providing services according to those goals.
- Facilitate consumer support groups.
- Maintain appropriate interpersonal relationships with consumers, staff and peers.
- Assist consumers with individual advocacy goals, including applying for government benefits/programs.
- Conduct systems advocacy as opportunities arise or as requested by supervisor.
- Enter consumer and community goals, services and activities in the agency database on a daily basis.
- Keep appropriate records and submit required reports in a timely and professional manner. This includes consistent entry of consumer goals, services, and community activities in the agency database; monthly completion of a Time and Effort Report, a monthly Center Report, and other reports as needed.
- Back up coverage for Information & Referral Specialist at the front desk, as needed.
- Other duties as assigned.

Transition Services

- Provide transition services, which includes: (1) Youth Transition Services that includes ILS services to youth ages 14 to 24, which complement their goals for transition into adulthood. (2) Deinstitutionalization services that assist with transition from nursing homes and institutions to community-based residences. (3) Diversion Services that assist individuals at risk of entering institutions so they may remain in the community.
- Conduct outreach to and collaborate with area schools to identify and serve youth needing services and to develop programs that serve area transition-age youth with disabilities.

Peer Counseling

- Implement the Peer Counseling program in accordance with the independent living philosophy.
- Develop, lead, and facilitate youth peer groups for students with disabilities and other youth mentoring activities.
- Serve on the Transition Council of Douglas County.
- Promote peer counseling program activities with the public and community partners to grow participation. Solicit and be responsive to consumer input in the development of new activities.
- Serve as a peer counselor, if applicable.

REQUIRED QUALIFICATIONS

- Bachelor's degree and/or related job experience.
- Demonstrated ability to problem-solve with creative and individualized approaches when working with consumers
- Demonstrated ability to work closely and effectively with staff, community partners, and consumers.

- Demonstrated verbal and written skills sufficient to use IL skills training and supportive materials and to report on individuals' progress.
- Good organization and documentation skills.
- Willingness to work flexible hours including the occasional evening.
- Willingness to commit to the philosophy of independent living in service provision, including: consumer control, peer support, self-determination, equal access, and individual and systems advocacy.
- Knowledge and experience using a personal computer

PREFERRED QUALIFICATIONS

- Qualified person with a disability.
- Experience working in the independent living field.
- Counseling experience.
- Experience developing and implementing individualized goal plans and coordinating work with others.
- Experience developing training curricula and materials and in conducting one-on-one and group skills training.
- Familiarity with resources in Franklin, Jefferson, and Douglas Counties
- Proficient in Microsoft Word and experience using a database to document services.

All programs and employment positions of Independence, Inc. are open to all members of the community, without regard to race, color, creed religion, national origin, sex, age, marital status, sexual orientation, economic status, or disability.

The Americans with Disabilities Act of 1990 protects the rights of people with disabilities to equal employment opportunities.

Arrangements will be made if you have a disability that requires an accommodation in completing any part of the employment process.

A request for an accommodation will not affect your opportunities for employment. It is your responsibility to make your needs known.

Call 785/841-0333.