

Job Opportunities: Full-Time and Part-Time Community Connections Facilitators

POSTING DATE: 12/10/2024 – Until Filled
POSITION & PROGRAM: Full-Time and Part-Time Community Connections Facilitators (CCF)/Community Awareness and Opportunities (CAO)

POSITION DESCRIPTION:

These positions specialize in developing connections, inclusion and growth opportunities to foster independence through community activities, recreation and Special Olympics. The focus of this position is to connect individuals with developmental disabilities to opportunities to live, work and play as full members of the community.

As an employee of the Miami County Board of Developmental Disabilities (MCBDD), the job incumbent shall comply with all Board policies, and shall demonstrate respect for, support the dignity of, and observe the rights of all individuals served by the Board and demonstrate sensitivity to diverse beliefs, cultures, values and family structures.

QUALIFICATIONS:

- High School diploma or GED
- Possess and maintain first aid and CPR certifications
- Must support the Person-Centered Philosophy
- Ability to abide by MCBDD's Code of Conduct
- Satisfactory criminal background and Abuser Registry checks
- Satisfactory pre-employment drug test and physical
- Possess valid State of Ohio driver's license with ability to drive 15 passenger van for day, night or overnight trips

DUTIES:

Advocacy

- Focuses on assisting individuals with developmental disabilities in planning their own lives and pursuing what is important to them
- Maintains communication with Service and Support Administrators (SSA) and Early Intervention (EI) teams regarding referrals for community connections opportunities.
- Promotes and attends advocacy events including local and regional meetings, presentations, conferences and trainings
- Research Individual Service Plans (ISPs) gathering information to determine how best to support people in connecting with others and achieving community inclusion

Activities

- Creates, organizes and implements activities based on needs and desires of people served
- Develops relationships with various community individuals and organizations
- Assists with the setup of transportation and accompaniment of individuals initially to foster relationships
- Collaborates with teams for individuals who will need ongoing support
- Serves as a facilitator and/or coach for Special Olympics and other recreation and sports activities
- Works closely and communicates regularly with other staff to ensure community connections are taking place according to set expectations and to avoid redundancies
- Supervises volunteers and/or offers direction to providers and natural supports during activities

Documentation

- Completes necessary documentation, provides referrals both internally and externally and ensures follow-up.
- Reports any Unusual and Major Usual Incidents following appropriate policy and procedure

Performs other related duties as may be assigned

HOURS: Part-Time 20 hours per week, 1st and 2nd shift hours, between Monday – Saturday
Full-Time 40 hours per week, 1st and 2nd shift hours, between Monday – Saturday

SALARY: \$17.13/hour or higher based on experience

FLSA: Non-Exempt from overtime

BENEFITS: Medical, Dental, Vision, OPERS Retirement, Life Insurance, Vacation, Sick, Personal, Holidays including your Birthday, Flexible Schedule

TO APPLY: Please submit applications/resumes

Email	careers@miamicountydd.org
US Mail/Hand Delivery	1625 Troy Sidney Road, Troy, OH 45373
Fax	937.332.3490

A MCBDD application **must** be completed

Applications are located at <https://www.riversidedd.org/join-us>.

MCBDD does not discriminate in provision of services or employment on the basis of race, religion, color, national origin, gender (including pregnancy or gender identity), sexual orientation, age, veteran status, disability or any other basis covered by appropriate law.