
Job Posting

Job Title: Employment First Teacher **Department:** Planning for Adult Life

Employment/Status: Professional **Employment/Classification:** Exempt/Full-time

Job Summary: To provide transition information on competitive community employment, support and education for students with developmental disabilities and their families.

Location: Generally duties are performed in the Northeast Counties of New Jersey

Responsibilities:

1. Maintain records, notes and attendance reports as required by the Program.
2. Successfully complete all mandatory trainings as required by funding source and/or The Arc of NJ.
3. Use person first language in all The Arc of New Jersey communications and activities
4. Knowledge of New Jersey's service and support systems for individuals with developmental disabilities.
5. Creating and developing any resource materials, classroom aides or lesson materials needed, including videos on specific topics such as on the job communication and social skills.
6. Creating hands-on workshops and presentations for students, families, and professionals to educate them about competitive employment opportunities for their students, skills needed and supports available.
7. Implementing the curricula in four pilot high schools
 - Developing a Train the Trainer model, which would equip teachers and transition staff at the high schools to participate in the curricula and then teach the curricula to future classes of students after the 8-week program, is finished. Coordinate and run one Prep Club meeting per county per month
 - Form relationships with high schools to facilitate information and referral, EFT Intensive and jobsite visits.
 - Identify and contact employers within the target area to assess interest in hosting jobsite visits for students with developmental disabilities.
8. Perform any additional assignments or duties as requested by the Director, Planning for Adult Life.

Immediate Supervisor: Director, Planning for Adult Life

Qualifications: Bachelor Degree required, master's preferred. Experience working with individuals with developmental disabilities. A valid driver's license, insurability by The Arc of NJ's automobile insurance carrier, valid vehicle insurance and reliable vehicle.

Salary Range: As per agency Guide.

Disclaimer Clause: This job description and specifications are not intended and should not be construed to be an exhaustive list of all job responsibilities, skills or working conditions associated with this job. They are intended to be an accurate reflection of the principle requirements of the position within this Agency's operation. The Arc of New Jersey is an Affirmative Action/Equal Opportunity Employer.

EMAIL: Letter of interest and resume on or before 6/3/22 to: jmaseko@arcnj.org