



EMPLOYMENT OPPORTUNITY

VOCATIONAL COORDINATOR

Ken's Krew, Inc., a well-established and growing non-profit agency that places and trains young adults with neurodevelopmental disabilities in competitive employment, is looking for full-time and/or part-time vocational coordinator to support operations. The vocational training coordinator will work with the Director of Vocational Training to provide employment support to young adults with neurodevelopmental disabilities. This job requires working independently with the assistance of a regional team.

Location: Ken's Krew currently operates in nine (9) states. Connecticut, Delaware, Florida, Georgia, Maryland, Michigan, New Jersey, New York, and Pennsylvania.

Ken's Krew is a registered 501(c)(3) tax-exempt organization.

Additional information about Ken's Krew can be found on our website: www.kenskrew.org

RESPONSIBILITIES

Assessment

- Review program application and required supplemental documentation.
- Assess applicants' suitability for the program, including an intake, interview with the applicant, an in-store assessment, and collaboration with individual support system.

Job Training

- Train the successful applicant one-on-one at the job site until the applicant is able to work independently.
- Create spaces and procedures that will keep participants safe during all activities and address any safety concerns immediately.
- Create natural support systems to fit the needs of each participant.
- Complete training reports for all workers during the intensive training process.

Follow-on Support

- Assist individual in retaining employment through retrain and soft skills training.
- Liaison with employer and document any concerns or incidents, as well as develop a plan to address any concern or issues.
- Conduct ongoing social skills/soft skills education program for Ken's Krew workers.

Collaboration

- Network with state and local agencies, special education departments in school districts, parent groups, and community organizations to find appropriate applicants.
- Collaborate with corporate partners and meet with management to ensure program fidelity.
- Serve as a liaison between workers, their families, corporate partners, and other KKI staff.
- Participate in weekly conference calls and attend all staff meetings and trainings, as assigned.

QUALIFICATIONS

- Bachelor's Degree in Education, Social Work, Rehabilitation, Applied Behavior Analysis, Psychology, or related field.
- 2 to 3 years of experience teaching/working with individuals with neurodevelopmental disabilities.
- Experience teaching job skills in community-based settings preferred.
- Must have a valid driver's license and reliable transportation.

COMPENSATION AND BENEFITS

- Compensation, commensurate with experience, is extremely competitive.
- Benefits are provided to full-time staff.
- Applicant must have own car, travel expenses are reimbursed.

Email resume and cover letter to: jobs@kenskrew.org

For more information on the Ken's Krew program, please visit our website.

WWW.KENSKREW.ORG

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