



1001 Boone Ave North | Minneapolis, MN 55427

*We provide a personalized learning path integrating social, academic, and life skills for students with autism spectrum disorder or individual learning needs.*

## Community Engagement Coach

*Last updated May 12th, 2023*

<b>Reports to</b>	Director of Adult Education
<b>Employment Status</b>	Full-Year, Hourly - July 2023 start date
<b>Salary Range</b>	\$21.00 - \$23.00 per hour
<b>Hours</b>	M&W 9:00 - 6:30 T&R 9:00 - 5:00 F 9:00 - 4:00

### Job Summary

To create and structure social activities for young adults on the Autism Spectrum. To provide support, structure, and engagement for participants to engage socially and communally.

### Summary of Essential Job Functions

- Lead our two 30-minute 'Choice Social' times, with assistance from staff.
- Coordinate community-based activities in conjunction with staff;
- Accompany Vocational Service Coordinator on all volunteer outings to assist with job coaching, goal setting, and documentation;
- Accompany staff to Fitness Center to assist with coaching, goal setting, and documentation;
- Attend and assist with all community outings
- Demonstrate enthusiasm for all social and communal activities, help foster and maintain a positive environment and relationships between participants
- Identify goals, strengths, and areas for improvement;
- Collect data and report on the progress of the participants in the transition areas;
- Continually update transition documentation for all adult education participants;
- Meet with parents and young adults bi-annually to update goals and provide guidance;
- Assist young adults in understanding their neuro differences. Teach strategies and problem-solving skills for life outside of the classroom;
- 1:1 pullouts, breaks, and check-ins, when applicable and necessary
- Classroom support person when not filling other obligations
- Develop and maintain high expectations for student achievement, teach students skills and mindsets to develop and maintain high expectations for themselves;
- Differentiate instruction and communication based on age, experience, and interests
- Provide an inviting, exciting, innovative, and challenging environment

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- Engage in effective and appropriate behavior management and support
- Work with other staff members to form a positive, supportive team atmosphere
- Attend and support for at least one of our overnight Summer social trips

**Minimum Requirements, Credentials, and Experience**

- Baccalaureate or Associates degree in a related field OR at least 2 years work experience with young adults with neurodiversities
- Demonstrated interest or expertise in working with young adults with autism spectrum disorder and/or related neuro diversities
- Ability and desire to create and implement social and community-based curriculum both inside and outside of the classroom;
- Flexible traits that will thrive in a new learning environment
- Strong communication skills
- Conduct oneself as a positive role model for participants in terms of appearance, socialization, time management, organization, and teamwork
- Ability to work well with families
- Ability to work effectively as a team member
- Willingness to be held accountable for results
- Successfully pass a criminal background check
- Valid and updated Minnesota Driver’s License with a relatively clean driving record

**Preferred Credentials, and Experience**

- Baccalaureate or Associates degree in a related field AND at least 2 years of work experience with young adults with neurodiversities