



Life Skills Trainer

We are a non-profit organization that works with adults with intellectual and developmental disabilities. We are looking for individuals to support our clients with budgeting, communication, day planning, and other activities of daily living skills. Skills trainer will be supporting clients in Washington, Multnomah, and Clackamas counties and will work with clients with various abilities. The right individual will be able to recognize individual learning styles and support clients to maximize their skills and independence.

The ideal candidate will have an understanding of:

- How to build relationships with clients while maintaining boundaries
- Range of personal knowledge in cooking, budgeting, day planning and other daily living skills
- Ability to differentiate between skills training, supports, and care giving
- Working with and communicating with a diverse population
- Ability to write clear and concise progress notes

Skills Required:

- Patience
- Strong ethics
- Punctuality
- Flexibility; Ability to adapt to changes
- Strong communication skills, both verbal and written
- Communicate with team members on any issues or concerns regarding services
- Ability to work independently and as part of a team
- Ability to access the internet and complete forms, emails, schedules, etc..
- Meet organizational and administrative deadlines
- Ability to read and understand service contracts
- Knowledge of HIPAA laws
- Understand medical protocols
- Ability to manage your own schedule and post for the team
- Ability to work evenings and weekends as needed
- Previous experience working with individuals with Developmental /Intellectual disabilities is a PLUS
- Bilingual is a PLUS

You must have the following:

- Current CPR and First Aid card

- Valid driver's license
- Reliable personal transportation
- Proof of car insurance
- Ability to pass a national background check

Full- and Part-time positions are available

Pay:

DOE

Benefits:

Healthcare, holiday pay, vacation, sick leave, and life/disability available for permanent full-time positions

Required license or certification:

- Valid driver's license required; CPR & First Aid; Car Insurance
- Personal reliable transportation