

Job Description

Title: Adult Disabilities Mentor I	Reports to: Program Coordinator	Pay Status: Non-exempt
Department/Program: Adult Services	Interviewer:	Interview Date:

Scope:

The Adult Disabilities Mentor I oversees and supports the client’s integration in the daily activities. This position works with our adults with special needs to teach them applicable life skills, including attending to personal needs.

Duties:

- Provides integrated supports to the client, including facilitating relationship building.
- Participate in the implementation of the Individual Service and Support Plan.
- Promote awareness of the abilities of the individuals with disabilities, while maintaining confidentiality.
- Document and immediately report any incidents of concern to the Program Coordinator or Team Lead as designated.
- Complete and submit documentation in a timely matter.
- Provide the transportation needs of the client as assigned.
- Respect the rights of the client.
- Adhere to all person center planning.
- Implement and provide data for the Behavior Supports Plans.
- Attend and participates in all required trainings & meetings.
- Be able to assist with Activities of Daily Living (ADL’s).
- Be able to communicate with and actively engage in client’s activities.
- Be able to facilitate client’s group activities.
- Responsible to know the protocols and behavior plans for clients.
- Available to go out into the community with any client based on program need.
- Two (2) people assist with changes and transfers. Hoyer lift and other adaptive equipment.
- Full assist with Personal care (toileting and feeding assistance).
- Other related duties as assigned.

Measures of Success:

- Ability to work independently and as a team member.
- Ability to communicate effectively and respond professionally to questions from managers, employees, as well as outside entities.
- Ability to solve problems and deal with a variety of issues.

Minimum Qualifications:

- Prefer experience with adult developmentally disabled population
- Demonstrate good judgment and professionalism
- Trained CPR, First Aid & CPI, & Universal Precautions Certification within the first 30 days of hire
- This Position is required to maintain client specific training as delegated by Program Coordinator including but not limited to the state QMAP & G-Tube training and demonstrates proficient knowledge of state medication administration & G-Tube rules and regulations/specialized medical health plans.
- Must to be able to lift and transfer; up to 50 lbs.
- A valid Colorado driver's license & current vehicle insurance, and an acceptable driving record per SKSF standards.