BCRC
BE PART OF SOMETHING

Employment Specialist

JOB STATUS: Full Time Daylight

LOCATION: 131 Pleasant Drive, Aliquippa, PA 15001

JOB DESCRIPTION:

As a **Job Coach at BCRC**, you will play a vital role in providing services to individuals who may have mental health diagnoses, intellectual disabilities, autism, physical disabilities, and/or behavior health disorders as they work to overcome vocational barriers and live lives that are more independent through involvement in community activities, volunteerism, and job seeking/acquisition.

KEY JOB RESPONSIBILITIES:

- Identifying and creating activities for clients to reach individual goals building on their independence through community events, employment, or volunteerism
- Coaching clients in identifying and pursuing employment opportunities including networking with area businesses, researching the job market, teaching resume writing and interviewing skills, provide training for problem solving and decision making skills
- Working with the Mental Health Program coordinator or the Program Specialist on goal planning
- Providing job development as well as oversight of clients on competitive employment sites and providing follow up support
- Completing all necessary case notes, reports, and maintaining client records
- May assist in providing support for Paid Work Training Experience (PWTE)
- May assist in networking with community partners/potential employers and providing information/referral services to individuals expressing interests in services

Benefits:

BCRC offers a robust employee benefit package for full time staff that is designed for employee needs and the needs of their family. Comprehensive benefits for staff who qualify include competitive compensation; health insurance; vision insurance; dental reimbursement plan; retirement plan; short-term/long-term disability insurance; life and AD&D insurance. Full time and part time employees receive paid time off as well as eleven paid holidays. Extensive training and educational opportunities