

Job Coach Job Description

Job Coach

The job coach position involves transporting or accompanying students and staff to various sites throughout Palm Beach County as well as coaching students in various on-campus jobs. The job coach works directly with students to train them in a variety of work sites and job tasks. The job coach must monitor and document general employability skills on job sites and jobs on the school campus. They must perform task analysis of job duties; directly train students using a variety of methods for communication including social stories and picture communication; be a liaison between the school and businesses in the community; and work well with a team of teachers, assistants and job coaches.

KNOWLEDGE AND SKILLS:

- HS Diploma required, Associate's Degree preferred
- Minimum of one year of related work experience with disabled persons
- Ability to communicate effectively and clearly both verbally and in writing
- Ability to maintain rapport with others both inside and outside of the school
- Punctual, with excellent attendance record

PHYSICAL REQUIREMENTS:

- Frequent travel to job sites of students
- May sit or stand for prolonged periods of time
- Writing/conversing over the telephone or in person
- Perform a variety of job functions specific to student jobs in order to train students

This job description is not to be construed as an exhaustive statement of duties, responsibilities or requirements. Employees will be required to perform any other job-related instructions as requested by their supervisor, subject to reasonable accommodations.