

## VOCATIONAL VISIONS

### A Little About Us:

Vocational Visions has been supporting adults with intellectual and developmental disabilities for almost 50 years.

### A Little About You:

As an employee, you will be responsible for:

- Creating a positive environment for your participants to socialize, learn occupational skills, and care for their physical needs
- Keeping notes of your participants' progress
- Accompanying your participants in the community
- Driving our participants to community outings
- Instructing - by reinforcing healthy eating habits, good choices and proper grooming and hygiene
- Meeting our qualifications - 18+ years old, possess a valid driver's license, graduated from high school or equivalent, and ideally have some experience working with disabled adults
- Lifting between 25-50 pounds
- Passing some pre-hire requirements - physical, background check and drug screen.

### What We Offer:

- Monday through Friday work weeks for most employees
- 8:00am to 2:30pm, for most employees
- Medical, dental, vision, AD&D, and life insurance.
- PTO, sick leave and holiday pay.
- \$19.00/hr. - \$20.50hr., depending on experience and job title.

### Job Choices:

- ***Instructional Aid/Independent Facilitator*** – These employees work onsite in our Mission Viejo locations. There are three unique programs, each devoted to serving the needs of our participants based on their abilities, age, personal and vocational goals, and health needs. But our participants like to get out, too, so our employees will drive them in our company cars, or walk them to different community locations to enjoy the sites. Employees who enjoy teaching and a set routine are drawn to these positions.

- **Community Coach** – This program is entirely community-based focusing on employment and life skills of persons-served. Coaches offer 100% coaching during work and leisure time. If you also like to be in the community, this may be the position for you.
- **Job Coach** – Participants interested in holding a job with supplemental coaching are placed in our Supported Employment program. Our job coaches drive their personal cars to meet participants at their worksite to offer training, guidance and advocacy to the participant. This position appeals to employees who want a little bit of flexibility in their own work day.
- **Program Lead** – All of Vocational Visions’ programs have Program Lead positions. If you are interested in the administrative tasks that support management and co-workers, but also want to work with participants, this may be the job for you. Employees in this role are paid a little more because they have experience working with adults with disabilities, are highly organized, and are familiar with office practices and procedures.
- **Activity Coordinator** – If you are artsy and craftsy with a desire to work with special needs adults, this job may be for you! Our coordinator will initiate and plan weekly and monthly activity calendars that serve the skill level for each program. We welcome fresh ideas and new opportunities we can share with our participants.