

Adult Day Program Team Member

Northern Will County Special Recreation Association (NWCSRA) enhances lives by providing meaningful recreational opportunities for individuals with disabilities. We serve the residents of the Romeoville Recreation Department and Bolingbrook, Lockport and Plainfield Park Districts as an extension of these member agencies. Employees at NWCSRA can expect to experience a variety of benefits including a sense of community, ongoing training, flexible work schedule, recognition, and the ability to make a difference in someone's life.

Description

This position is a year-round position. Staff are assigned to work in large or small groups with adults who have disabilities in a recreation setting, participating in both in-house and community-based experiences. Candidates will be working in a team environment, providing fun and engaging experiences for all. Duties include but are not limited to adapting activities and experiences to meet the needs of each individual, assisting with daily living skills, and behavior management.

- Starting pay rate is \$18.00/hour and increases depending on experience and job knowledge.
- This is an hourly, part time non-exempt position.
Hours will be set by the Program Coordinator that oversees the Adult Day Program and will vary by week. Candidates may work any shifts between the hours of 8:00am-4:30pm Monday through Friday.
- Locations: Candidate will be assigned a location in either Plainfield or Romeoville

Qualifications

- Must be at least 21 years of age.
- Minimum of two years of experience working with adults with special needs preferred.

- Must be able to perform the duties and responsibilities independently of others.
- Must have transportation to and from program sites.
- Must support the mission, vision, and values of the agency.
- High school diploma or college degree preferred.
- A valid state of Illinois Driver's License with a good driving record and driving experience.
- Successful completion of drivers training for 15-passenger vehicle, as this is an essential job function for position.

Experience & Willingness to Learn/Grow:

- Willingness to learn and grow in providing recreation opportunities for individuals with disabilities.
- Ability to follow directions and make accommodations for adults with disabilities.
- Ability to display a positive attitude and appropriately interact with individuals with disabilities.
- Ability to implement portions of daily lesson plans as directed by the Lead Staff.
- Ability to use basic computer programs including Microsoft Word, Excel, Outlook and Internet Explorer.
- Knowledge of basic budgets and money management.
- Ability to be dependable, flexible and punctual.
- Certification in First Aid/CPR preferred or the ability to maintain within 6 months (training will be made available).
- Certification in CPI preferred or the ability to maintain within 6 months (training will be made available).

Please see attached job description for more details

Date Posted: 9/10/2024

Closing Date: Open until filled

Inquires can complete the application at nwcsra.org and return to Gina Petkus, Staff Development & Outreach Manager at gpetkus@nwcsra.org