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| Job Title: | Adult Day Training Specialist | FLSA: | Non-Exempt |
| Department/Group: | ID/DD | Reports To: | ADT Coordinator  |
| Location: | Maysville | Travel Required: | Yes |
| Position Type: | Full-time  |
| HR Contact: | Christal Henderson | Date posted: | February 3, 2023 |
| Will Train Applicant(s): | Yes | Posting Expires: | ----- |
| **Job Description:** Assist individuals with self-care, daily living skills, communication, behavior support, community living and social skills. |
| Applications Accepted By: |
| Drop off at Comprehend Office611 Forest Avenue Maysville KY, 41056 | Email: Chenderson@comprehendinc.org |
| Job Description |
| Role and Responsibilities* Evaluates current skills and accesses training needs through observation and the use of objective tools.
* Implements training for participants to be able to participate successfully in community projects, associations, clubs, groups, volunteering in the community, and supported or competitive employment work experience.
* Provides support to individuals in the areas of self-care, daily living skills, communication, behavior support, community living, and social skills.
* Works collaboratively and cooperatively with the ADT Coordinator to plan and implement daily activities and ADT schedule.
* Completes required ADT paperwork such as service registers, attendance sheets, behavior management reports, incident reports or evaluations, etc.
* Maintains communication with ADT Coordinator and Chief Clinical Officer-IDD to assure services to participants are delivered effectively in the ADT program.
* Other duties deemed necessary or assigned.

**Qualifications and Education Requirements*** High school graduate or GED.
* Experience working with individuals with disabilities preferred.

**Physical Requirements*** Capability of lifting and positioning participants when needed.

**Special Requirements** * Must have valid driver’s license with satisfactory vehicle motor record and dependable transportation.
* Transportation of participants on occasion.
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| Reviewed By: | Director of IDD Services  | Date: | 02/3/2023 |
| Approved By: | Human Resources | Date: | 02/3/2023 |
| Employee Signature:  |   |
| Last Updated By: | 02/3/2023 |