



## Job Coach for Ranch-based Internships for Participants with IDD

Promise Ranch Therapies & Recreation (PRTR) is a non-profit organization offering Equine-Assisted Therapies, Inclusive Recreation, Veterans Programming, and Job Coaching. PRTR serves children and adults living with developmental, emotional, mental or physical challenges.

**Job Description:** As the Job Coach, it is your goal to provide an opportunity for the participant with intellectual/developmental disability (IDD) to develop skills in their chosen interest areas of Carpentry, Welding, Custodial, Building Maintenance, Horse Care, Gardening, Groundskeeping, or Ranch-based Product Development and Manufacturing. The job coach does not need to have extensive experience in these areas. Promise Ranch's Employment Coordinator and Job Coaches will work with participants to create an individualized learning experience. The program will offer a strength-based focus on the hard skills related to ranch/farm knowledge and abilities: technical and analytical skills and project management. The program will equally focus on the soft skills that help a ranch employee thrive in a cooperative workplace: teamwork, time management, and communication. At the end of each internship, participants will have the opportunity to transition into community-based employment, with the continued support from PRTR job coaches. Or, depending on PRTR's organizational needs and the fit between the intern and PRTR, the intern may become a Ranch employee, with the continued support from PRTR job coaches.

It is a goal for the Job Coach to support the participant in their internship position. Support is defined as modifying tasks to match the participants needs, advocating for the participant to the employer (in this case the Employer will be Promise Ranch) to make sure the participant is being treated equally as an employee and modeling tasks for the participant so they can be successful in their duties.

**Compensation:** \$17/hr.-\$20/hr.

**Reports to:** Employment Services Coordinator

### Requirements

- Have passion for the mission of Promise Ranch: *Enhancing Our Community Through Connection and Inclusion.*
- Maintain current certifications in the following; CPR, First aid, Universal Precautions, Defensive Driving, HIPAA, MANE, Incident Reporting, Right of the Individuals
- Hold a valid driver's license and be at least 18 years of age
- Pass a criminal background check
- Pass a Motor Vehicle Record check
- A minimum of a High School Diploma

- Applicable previous experience working with an at-risk population (disabled, elderly, children, etc)
- Respond well under pressure and be able to act swiftly and responsibly to a variety of situations, while maintaining the highest quality of care and ensuring health and safety is top priority
- Strong verbal communication skills and the ability to manage conflicts and challenging behaviors in a professional manner.
- Excellent written communication skills (professional and grammatically correct)
- Once Job-Coach obtains an ACRE certification they are eligible for a wage increase. ACRE certification will be a state requirement by 2024 (SB 18-145)

### **Job Coaching Specific Duties**

- Attend orientation for employment site with participant.
- Support participant on the job and model tasks required.
- Modify tasks required as needed to meet the participants abilities.
- Communicate with the employer and check in as needed to ensure they are happy with the participants work and progress.
- Begin to back away and allow the participant to become independent in the tasks required (this is the entire goal of this service, more hours on the front end, less as they gain a routine and skill set for the required duties).
- Communicate well with all parties involved (participant, families, advocates, Promise Ranch, DVR Counselors, employer, etc.) to give a realistic support level for the participant in their workplace long term.
- Provide thorough notes in software program each time you work with participant (make sure to specify the date, hours, and notes about what you and the participant did during this time).
- Promise Ranch will communicate to the job coach the hours allotted to work with the participant weekly/monthly. The job coach ensures they are staying within those hours and communicates regularly with the supervisor if they need any additional hours to complete job tasks.

### **Environmental Factors**

- Indoor and outdoor work in all environments, including inclement weather
- Walking between work sites
- Exposure to dust, heat, cold, moisture, equines and other animals, associated odors, and noisy conditions.

### **Location**

873 Lake Gulch Road, Castle Rock, CO 80104.

Send letter of interest and resume to [Josh@prtr.org](mailto:Josh@prtr.org)