



Vocational Counselors provide our consumers' supervision in developing basic work skills and social skills in community and on site. Visions Adult Day Program serves adults with intellectual and developmental disabilities.

Vocational Counselors *Must be flexible, patient, professional and have a can-do attitude. Duties Include, but are not limited to: Working with adults who have intellectual disabilities to effectively work and represent themselves during the following activities:

- Volunteer and paid work enclaves
- Recreation: outdoor activities, community events, bowling, sports
- Educational activities: classes for art, music, and person-centered planning workshops
- Activities to enhance social skills and community involvement/volunteerism & enjoyment
- Mobility training, transportation

Vocational Counselors will also track each consumer's progress towards reaching their individual goals, and act as their direct supervisor and advocate. Duties include, but are not limited to the following:

- Support daily scheduled activities, group meetings and academics
- Supervise paid and volunteer work enclaves
- Develop, review, and evaluate individual program plans
- Record keeping and report writing
- Communicating with family members, care providers and case managers
- Develop and maintain community contacts
- Develop activity/lesson plans as needed

Minimum Requirements Include:

Experience is preferred providing direct services to persons with developmental disabilities in community outreach or other social service settings. Knowledge of developmental disabilities. Strong written and verbal skills. Should be highly skilled in: leadership or coaching, conflict resolution, time management, cooperation/teamwork, developing positive professional relationships.

Valid CA driver's license and good driving record required. Must meet State Licensing requirements involving health screening and Dept. of Justice (DOJ) clearance that includes fingerprinting and a background check.

Location: Richmond, CA

Hours: Monday - Friday, 8:30 a.m. to 3:30 p.m.

Compensation: \$20 hr.

To Apply: Check out the website: www.visionadp.com

and email your resume to: visionsadp@gmail.com or gfcaptain@yahoo.com

All positions are open until filled.