



SUMMIT COMMUNITY CENTER

The Summit Community Center (SCC) is seeking a dedicated and outgoing professional to become a Summit Community Center Group Instructor. This position is responsible for the planning, preparation, and implementation of member clubs and activities in a way that is respectful and accessible to all registered members and highlights and supports social and community engagement. This work can include but is not limited to providing small group instructions, writing and delivering lesson plans, assessing member engagement and collaborating with members and other staff to ensure they're meeting the members needs.

An ideal candidate for this position would be a dedicated professional that has a passion working with adults with Intellectual and Developmental Disabilities, patient, organized, a flexible thinker, good problem solver, and shows empathy to those around them.

Come learn & work in a unique and fun setting!

The Summit Community Center is being created to support neurodiverse young adults, initially ages 18-29, to develop a sense of place, true community membership, and opportunities across four core pillars: Education, Recreation, Growth and Community to provide a range of classes and programming that appeal to a the different abilities and passions of the SCC members. SCC will develop a network of "Clubs within the club" to create a variety of exciting options for all young adults and to foster a true sense of belonging. The SCC will be a vibrant home away from home for friendship, connection, growth and independence.

For more information on the SCC, please visit our website at www.summitcommunitycenter.org

JOB TITLE: Group Instructor

EMPLOYMENT STATUS: Part-time; Hourly

RESPONSIBILITIES:

Instruction

- Plan, Prep, and Implement instruction to members in a small group setting;

- Utilize methods of instruction that accommodate for the different learning and communication style of the members; promote member engagement; promote social interaction and building community
- Consult regularly with mentors and leadership staff about how to increase opportunities for member engagement across environments;
- Identify individualized support and instructional support needs in each group and delegate necessary support to mentors in room
- Facilitate the organization and maintenance of activity materials to promote member engagement;
- Perform duties as assigned by leadership to support promote member engagement and safety throughout the center and in the community;

Other Administrative Tasks & Responsibilities

- Track member progress as related to identified goals under the direction of the Social Work Case Manager;
- Regular and consistent communication with mentors and leadership staff;
- Perform other related duties as requested
- Adheres to policies and procedures as stated in Employee Manual;
- Accepts direction & positively responds to constructive feedback;
- Supports the learning of other team members;
- Personnel paperwork is completed in a timely manner;
- Weekly timesheets completed and submitted to Administration & follow guidelines for submitting Time-Off requests;
- Develop positive relationships with members, guardians/caretakers, and families;
- Create a positive, professional, and member-friendly environment within the center;
- Punctual and respectful of the workday

QUALIFICATIONS:

- Must embrace the Summit Community Center mission;
- Associates or Bachelors Degree (preferred)
- Minimum 2 years working with individuals with intellectual and developmental disabilities;
- Self-starter who is focused, passionate and driven
- Flexible with an ability to work in a team environment with minimal supervision;
- Experience leading groups preferred;
- Availability to participate in evening and weekend community events preferred;
- Flexible and adaptive to change;

The Summit Community Center is an equal opportunity employer and considers applicants for all positions without regard to race, color, gender, marital or veteran status, sexual orientation, age, religion, political ideology, national or ethnic origin, disability, actual or perceived medical condition or any other characteristic protected by applicable law.

Job Type: Part-time; Hourly

Schedule: Monday through Friday; evening and weekends as available

Benefits:

*Flexible Schedule

*Orca Card