



Our mission at DSNetwork is to educate, support and advocate for those in our community touched by Down syndrome. DSNetwork achieves this goal through an open, supportive and collaborative network that connects individuals and families with needed resources and information.

ADULT TRANSITIONS GUIDE / PERSON CENTERED PLANNING COACH

Job Details

This position is part time, approx 5-10 hours per week. Remote work is allowed. Some in-person meetings and attendance may be required. (Opportunity for hours and pay to increase as needed and funding is awarded.)

Pay rate

Starting at \$10,000 per year depending on experience.

Reports to

Executive Director

Description

DSNetwork is looking to expand its team and seeks a new part time position of an Adult Transitions Guide / Person Centered Planning Coach to guide/coach individuals with Down syndrome and their caregivers to construct and articulate a vision for their future.

Person-centered planning (PCP) is a process for selecting and organizing the services and supports that an adolescent (14+) or adult with Down syndrome needs to thrive and achieve a fulfilling and high quality life. It is a process that is centered and directed with a teen and/or adult with Down syndrome. The coach helps the individual and family consider various paths, engage in decision-making and problem solving, monitor progress, and make needed adjustments to their plan. Each plan is tailored to the individual's dreams and needs, making things understandable for the individual, supporting self advocacy and helping the individual gain control of their life.

Families often find that their whole village/support system changes as their youth reaches the age of 14 at the time when transition planning with the school IEP team begins. This adult transition time can be extremely overwhelming since there are many new players to work with and agencies with formal processes to navigate. The coach offers detailed ideas on how to build and strengthen their community to support their youth or adult family member in designing the life they want. In addition to family members and caregivers, the planning process may also include friends, IEP team members, DDD support coordinators, health care providers, personnel from independent living centers, financial planners and others they wish to include. Effective person-centered planning can be helpful whether the person is preparing to leave high school or whether an adult who needs a better situation and long-term support.

The person-centered planning approach identifies the person's strengths, goals, needs and desired outcomes. The approach also identifies the person's preferences in areas such as guardianship, recreation, transportation, friendships, therapies and treatments, housing, financial planning, vocational

training and employment, family relationships, and social activities. Unique factors such as culture and language also are addressed.

Job Responsibilities

- Work with individuals and their caregivers to create realistic PCP plans, organize and facilitate team meetings, develop written plans with measurable goals and follow up and check progress
- Track meetings and progress for DSNetwork internal use to assess demand, progress to support grant funding of position
- Facilitate regular caregiver education sessions/workshops to promote person centered planning services, and educate caregivers of the importance of having a plan
- Work with Executive Director to offer ideas of webinar and workshop topics with panelists of professionals and caregivers
- Organize information for DSNetwork's resource library such as up to date housing, health care and service providers, guardianship options, legal and financial planning, education and vocational information
- Answer support or resource inquiries from the DSNetwork's Family Enrichment Manager
- Collaborate with professionals and community members to create a network of resources for families

Skills & Abilities

- Collaborate with DSNetwork team and participates with events as available
- Work flexible hours as needed to accommodate clients
- Attention to detail, time management and problem-solving skills
- A creative mind with an ability to work independently and improve processes
- Ability to maintain a high degree of confidentiality and responsibility

REQUIRED DOCUMENTATION within 60 days of hire

Valid Arizona Driver's License

Fingerprint clearance card. If not already obtained, one will need to be obtained at time of hire

Must complete training and obtain certificate for Arizona Article 9, CPR and First Aid

DO YOUR VALUES ALIGN WITH OURS?

We are TRUSTWORTHY in our daily responsibilities and commitment to others

We use EMPATHY in our interactions and RESPECT toward others in all that we do

We carry out our responsibilities with the utmost INTEGRITY

We COLLABORATE with and rely on our community partners and volunteers

We are INNOVATIVE and seek opportunities to be original and creative

We are INVESTED, devoting our time, effort and energy to our mission

If you are interested in joining our small non-profit heart centered team, please submit your letter of interest and resume to Jennifer O'Connell, Executive Director at jennifer@dsnetworkaz.org.