

The Self Advocate Coalition of Kansas



Position Title: Self-Advocate Trainer
Position Status: .5 FTE
Accountable to: Advocacy Coordinator
Salary Range: \$8.50-\$12.00 per hour

Qualifications:

- Required:**
- Person with an intellectual or developmental disability
 - Good written and verbal skills
 - Experience as a self-advocate and a member of a self-advocate group
 - Capability for occasional overnight travel
 - Working hours outside normal business hours including occasional weekend work
- Preferred:**
- Ability to write in English and send email messages, including working knowledge of Word and Outlook software
 - Understanding of legislative issues concerning people with intellectual and developmental disabilities
 - Experience in promoting self-determination and self-advocacy in individuals with developmental disabilities
 - Experience in working well with others
 - Experience as a public speaker and/or trainer
 - Development or adaptation of training and presentation materials for people with intellectual and/or developmental disabilities
 - Graduate of Kansas Leadership Center's "Your Leadership Edge" program

Essential/Primary Functions and Responsibilities:

- Conduct trainings for people with intellectual and/or developmental disabilities, staff and family members
- Assist in writing training materials
- Provide technical assistance to local self-advocacy groups throughout the state
- Serve on appropriate community and statewide committees
- Take part in appropriate grant-funded projects
- Aid in the planning and marketing of the annual SACK convention
- Promote the recruitment of self-advocates to attend statewide advocacy efforts and related committees
- Write articles for SACK Facebook posts.
- Furnish self-advocacy training locally and statewide to consumers, families and service providers
- Assist with the development of grant proposals
- Support SACK members and the SACK Legislative Liaison in monitoring legislative events and in preparing for testimony
- Participate in conferences and meetings and act as a representative for SACK
- Maintain confidentiality and uphold the values, vision, goals and objectives of the Self Advocate Coalition of Kansas.

Acknowledgement:

Effort has been made to develop a complete job description; however, please be aware that the duties listed here are not the only duties that may be required. The omission of specific statements of duties does not exclude them from being assigned if the work is similar, related, a logical assignment to the position or is necessary in an emergency situation.