

Job Coach

Do you enjoy **mentoring others**? Do you want to help make a positive and lasting difference in someone's life? Are you **retired** and looking to get back into the workforce, or are you a **student** who's looking for flexible hours (10 to 30 hours a week) working with a mission-focused company? If you answered yes to any of these questions, then apply at CHOICE, unlimited today!

CHOICE, unlimited is a progressive non-profit agency in Duluth whose overarching mission is to create and enhance opportunities for individuals with disabilities within local communities. We value each person's right to explore opportunities and discover options that lead to greater independence. If you are looking for a job that is meaningful and enjoyable then we would appreciate hearing from you!

Both Full and Part Time Positions Available

• **Full Time**: 30 to 35 hours per week, Monday through Friday
(Typically between the hours of 8:00 AM to 3:00 PM)

• **Part Time**: Options for various day and evening hours including weekends

Benefits:

Paid Time Off (for both FT and PT staff), Health & Dental Insurance, Paid training totaling up to 40 hours, Mileage is reimbursed, Voluntary Benefits including: 403B Retirement Fund, Accident Insurance, Critical Illness, Vision, Life Insurance, and Hospitalization.

Qualifications

- Over 18 years of age
- High school diploma or GED
- Valid driver's license, reliable and insured vehicle required

- Must be able to pass a Minnesota Department of Human Services Background check
- Devoted to making a difference in the lives of individuals served.
- No experience needed as we provide on the job training

Key Responsibilities

- **Mentor, train, and support** people at their jobs.
- **Transport** people from their homes to job sites, volunteer sites, wellness activities, and other community activities.
- **Participate alongside others** as they discover and refine creative pursuits, hobbies, and other interests within their community.
- **Promote and support** personal development and individual choice at work and within all activities.
- **Assist** in identifying new opportunities for people to develop their skills and abilities.

We are an Equal Opportunity Employer