



## Prince of Wales Independent Living Advocate

<b>Job Location:</b> Prince of Wales, AK	<b>Department:</b> Independent Living
<b>Schedule:</b> 20-37.5 hrs/week	<b>FLSA Status:</b> Non-Exempt
<b>Pay Range:</b> \$27.44-31.44/hour	<b>Reports To:</b> Rural Outreach Coordinator

### Summary of Position:

Provide independent living services to persons who experience a disability. Coordinate independent living services with other programs, agencies, and individuals.

### Responsibilities and Duties:

- Provide information and referral to consumers, agencies, and others
- Carry out individual and systems advocacy
- Work with consumers to facilitate independent living plan goals and objectives
- Assist consumers in transition from institutional care to home environment
- Develop appropriate consumer community support systems
- Assist in the planning and implementation of activities as necessary
- Provide options and or benefits counseling to consumers if certified to do so
- Prepare mini-grant proposals as needed for individual consumer funds
- Provide individual and group peer counseling.
- Complete reports, consumer notes, and other documentation
- Advocate for the development of community resources in SAIL's service area
- Work in cooperation with consumers experiencing disability and elders
- Assist in any and all fundraising activities at SAIL
- Other duties as assigned

### Skills and Experience Preferred:

- Embraces the Independent Living Philosophy
- Serves as a role model for consumers of independent living
- Ability to work independently and as a team
- Ability to work under pressure and meet tight deadlines
- Expertise with personal computers
- Intimate knowledge of Native Alaskan Cultures and traditional value
- Personal experience with a disability and/or the independent living movement

## Core Competencies:

- Ability to be flexible
- Ability to communicate and work well with a variety of individuals
- Ability to manage multiple projects and meet deadlines
- Ability to manage stress Ability to problem solve situations as they arise Ability to work well in a team setting
- Sense of humor in a variety of situations
- A commitment to social justice and equity for those SAIL serves and the people we employ

## Work environment

SAIL offers a family friendly work environment. All offices are casual. We encourage open and honest communication between team members. The work environment is positive and friendly.

Possible exposure to inclement weather; Southeast Alaska is located in a temperate rainforest. Rainfall is common at any time of the year. Snowfall can be heavy at times. Summers are marked by up to 18 hours of daylight while winter has as little as 6 hours of daily light.

Some travel may be required and flexible schedules can be considered depending on job requirements. SAIL is committed to developing and maintaining a diverse and inclusive workforce. **Applicants experiencing a disability are strongly encouraged to apply.** Southeast Alaska Independent Living (SAIL) is an at-will employer.

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_