

JOB OPPORTUNITY! WE ARE HIRING!



This part-time position is for the **The Bell Davis Employment Services Co.**, a program of JM Davis Group, a Deaf-owned social services company. The Employment Specialist provides pre-placement, job placement, training and long-term employment support to Deaf/Hard of Hearing consumers who may also experience other barriers to employment.

At Bell Davis Employment Services Company, we are dedicated to supporting people as they strive for increasing independence, personal growth, and opportunities in their communities. The guiding principle of Bell Davis is that every person is unique and, therefore, every path to independence, equality and personal satisfaction is unique. Our approach to care puts the needs of the people and communities we serve at the center of every decision.

Responsibilities:

- Supports persons who are Deaf, DeafBlind, or Hard of Hearing to obtain and maintain fulfilling and rewarding competitive jobs
- Adapts communication style to match everyone's communication needs
- Provides regular meetings with person served to work on job seeking skills, preparing resumes and cover letters and interviewing
- Develops partnerships with businesses and employers in the communities
- Supports individuals to be successful in their new job opportunity through ongoing support and relationship with employers
- Consults on behalf of the person served regarding on-the-job accommodations
- Maintains a caseload of several people, documenting a variety of data about services provided

Requirements:

- Bachelor's Degree plus one (1) year of experience working with individuals with disabilities or an Associate's Degree plus three (3) years of experience working with individuals with disabilities is required
- Experience working with Deaf/Hard-of-Hearing individuals communicating in American Sign Language
- Fluency in American Sign Language
- Valid drivers' license and automotive insurance
- Willing to travel in DC/MD/VA area (mileage reimbursement provided)
- Ability to pass background check
- CPR/First Aid required (at or after 30 days of hire)
- Must be able to communicate via email, phone/videophone, Facetime, Zoom, text, pen/paper, and provide monthly reports electronically
- Must be able to use a computer and understand general technology. Ability to learn how to log on to a computer remotely and to use Bell Davis systems, including Microsoft Outlook, Word, and Excel
- Ability to provide virtual support as needed (high-speed internet connection available)

Pay:

Starting at \$17 per hour depending on qualification, education, and experience

[Email your resume and cover letter to HR@thebelldavis.com](mailto:HR@thebelldavis.com)