

Southern Ohio Council of Governments

POSITION DESCRIPTION

Title: Brown County Self-Advocate (Part-time)

Qualifications:

Resident of Brown County eligible for services. Knowledge, skills and abilities in: Public and human relations; Self-Advocacy for individuals with developmental disabilities; Comprehension of simple sentences with common vocabulary and basic office equipment knowledge; works cooperatively with co-workers on group projects. Travel within region and/or throughout the state required.

Duties:

- Ensures that Self-Advocacy opportunities are available; such as People First, or other locally developed group, Project STIR, involvement in Ohio Self-Determination Association (OSDA) Regional meetings, etc., and participates in these meetings, both locally and statewide.
- Serves as a resource for providers related to self-advocacy education.
- Serves as a resource for individuals related to self-advocacy education.
- Ensures that a process is in place so that self-advocacy opportunities for people eligible for services are included in this process.
- Attends and participates in regional and statewide conferences and trainings, opportunities. Such as People First, OSDA, OACB, etc. May assist in developing local conference options.
- Examines, implements, and assures compliance with applicable laws, rules, standards, and Board policy/procedures.
- Demonstrates regular and predictable attendance.
- Scanning and document storage/shredding.
- Report all UIR/MUI following Board procedures.
- Performs other related professional duties as required.

Other:

- Working conditions may exist that are not such as normal or normally exist in occupation of the public employee. These conditions may include exposure to blood borne pathogens, communicable diseases, loud noises, potentially infectious materials, unpleasant odors. Exposed to individuals with unpredictable and/or aggressive behaviors.
- Bureau Criminal Investigation background and drug screening required.
- Must maintain a valid Ohio license or state ID.

Supervisor: SOCOG Supervisor and County Board Supervisor

Working Hours: Up to 20 hours per week

Approved by SOCOG Board: _____