

Employment Training Specialist

A Bios Employment Training Specialist (ETS) has the responsibility of supervising, participating in and training the individuals served by Bios in socialization, education and other skills needed in the working environment. Bios staff members are charged with creating a safe and integrated working environment that is comparable to the working environment of people without disabilities.

1. Document progress;
2. Follow program plan as written and turn in up to date documentation as required by DHS/DDSD;
3. Provides Safe and Clean Environment;
4. Teach/Assist with motivation to work, money management, and value buying in relation to employment, and personal property;
5. Provides transportation as needed to community activities, etc. (must retain reliable transportation and insurance at all times.);
6. Organizes Leisure/Recreation Activities with co-workers;
7. Maintains Operations by using proper channels in reporting problems;
8. All Bios ETS's are charged with maintaining current certification in CPR, MAT and First Aid. All Bios ETS's are charged with maintaining the educational standards as directed by DHS/DDSD and the individual IHP;
9. Bios ETS's are charged with performing other duties and tasks as assigned by the Employment Program Coordinator, Bios Division Director, and CEO.