

**GULF COAST TRADES CENTER**

Job Announcement

**Position:** Statewide Job Developer

**Position Available:** 1

**Opening Date:** June 7, 2017

**Closing Date:** Open Until Filled

**Salary:** Depends on Experience

**Status:** Non-Exempt

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**POSITION:**

Statewide Job Developer / HGAC Grant funded

**GENERAL DESCRIPTION:**

Provides statewide transition, job placement services, and follow-up services to program graduates.

**REPORTS TO:**

Parole Manager

**SUPERVISES:**

None

**QUALIFICATIONS:**

- BA/BS preferred.
- Experience in counseling at risk youth.
- Experience in corrections or social work preferred.
- Experience in counseling hard to serve target groups may be substituted for degree.
- Experience counseling youth with substance abuse history preferred.
- Must maintain adequate liability automobile insurance.
- Certifications in appropriate discipline preferred (social work, corrections, education, substance abuse, etc.)
- Must pass a criminal history check and drug screen.

**SPECIFIC DUTIES:**

- The ability to provide services as they relate to:
  - ❖ Client discharge plan
  - ❖ Job development/referral
  - ❖ Client progress reporting
  - ❖ Employer liaison
  - ❖ Supportive services referral
  - ❖ Client transition evaluation
  - ❖ Family contact liaison
- The ability to act as an advocate/mentor.
- The ability to attend review committee meetings.
- The ability to lead workshops or informational presentations.
- The ability to act as liaison with other agencies.
- The ability to complete post discharge follow-up and tracking.
- The ability to perform other duties as assigned. Overnight travel required.

**Contact**

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