

Ready For Life Academy Instructor at Hope College

Ready For Life, a nonprofit organization, is seeking a full-time, dynamic, motivated individual to be an instructor at the Hope College Ready For Life Academy (RFLA) Program. Ready For Life (RFL) offers immersive and inclusive learning opportunities for adults with intellectual disabilities and autism.

As an instructor, your responsibilities will be:

- Assist Ready For Life Academy students in taking strides toward reaching their goals of independent living and paid employment.
- Collaborate with the members of the academic instructional team, RFL Inclusive Communities Program Manager, and Inclusive Communities Supervisor to ensure consistent and cohesive delivery of total programming expectations.
- Plan and implement meaningful lessons for the students. Teach one course each semester & co-facilitate seminar sessions each semester.
- Oversee Academic Support Hour in collaboration with members of the academic instructional team.
- Collaborate with team members to maintain student progress reports.
- Develop a mutually agreed upon caseload management system with team members.
- Collaborate with students and team members to develop academic course plans.
- Collaborate with team members to ensure documentation for partnering agencies is being completed as expected.
- Recruit, train, and oversee peer partners in and out of the classroom.
- Help coordinate the following school events: freshman orientation, two visit days/school year, class outings, genius hour, peer partner celebrations (if applicable), and graduation.
- Facilitate on-campus and community connections to increase belonging for students at Hope College and within the Holland Community.
- Collaborate with team members to communicate student progress with parents or guardians at least twice a year (once a semester).
- Collaborate with team members to send out program-related communication to parents, students, and stakeholders.
- Participate in RFL policy and strategic planning committees as needed.
- Complete Community Mental Health training and professional development as requested.
- Attend public speaking engagements as requested to promote RFLA programming and build community partnerships.

Job Responsibilities Specific to your role include:

- Collaborate with students and team members to develop & maintain student PATH plans.
- Conduct community building and small group seminars, particularly regarding student social-emotional well-being, as needed.
- Support students in coordinating with external healthcare providers.

- Be available to work 2 weeks before and after the start and stop of the Fall and Spring semesters. Occasional work sessions may occur during off periods.
- Be available to work Monday through Friday between 8:00am-4:00pm / Fall and Spring semesters.

Qualified applicants possess:

- A passion for our mission of working with people with intellectual disabilities.
- Bachelor's degree in special education, social work, or similar.
- A passion for our mission of working with people with special needs.
- Experience working with people with special needs.
- Excellent communication skills, both verbal and written.

Compensation:

- \$45,000/year, collegiate schedule, with the potential of summer school extra duty
- \$25.00 per month phone stipend, August through April.
- As a part-time employee, this position does not qualify for employee benefits.

Please send a cover letter and resume to Toni Falk at toni.falk@rflnetwork.org for consideration.