

POSITION AVAILABLE IMMEDIATELY

POSITION: **Systems Advocate – Part-time**

POSITION SUMMARY:

Responsible for intake, intervention, and follow-up on identified advocacy requests/needs. Attend meetings as necessary. Coordinate/conduct /announce advocacy training as assigned. Position requires refined communication skills and ability to relate to a wide variety of people. Individual must demonstrate dedication to the ideals and values of The Arc, including the following: assurance and protection of rights; belief in the inherent worth and dignity of the individual; the rights of individuals to make their own choices; the rights of individuals with disabilities to participate in all activities open to the general public; and respect for and recognition of the strengths and needs of individuals and families.

REQUIREMENTS:

1. Bachelor's degree preferred but not essential
2. Relevant experience in the MH/IDD and Autism service delivery systems, working knowledge of relevant laws, entitlements, policies, current funding options and the processes involved in accessing the services.
3. At least 2 years experience providing volunteer or paid advocacy supports or related supports.
4. Refined communication skills and ability to relate to a wide variety of people.
5. Good computer skills with word processing software.
6. Strong organizational, interpersonal, written and oral communication skills.
7. Ability to work independently, to set priorities and follow through on details.
8. Valid Driver's License and record, with reliable vehicle.
9. PA Criminal, Child Abuse and FBI clearance

For more information, please contact:

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10/2020