

In partnership with people with disabilities and their families,  
CCDH advocates, coordinates, and provides supports and services.



## **SEND COVER LETTER & RESUME TO [HR@CCDH.ORG](mailto:HR@CCDH.ORG)**

**AVAILABLE IMMEDIATELY**

### **INCLUSION SPECIALIST**

#### **POSITION SUMMARY**

In accordance with CCDH's Scope of Services with The Children's Trust, conduct public education, training, technical assistance, coaching, and advocacy activities to increase the capacity of children's services providers to include children with disabilities, and to promote the inclusion of individuals with disabilities in all aspects of community life.

#### **ESSENTIAL JOB FUNCTIONS**

- As a member of the All Children Together team, assist in recruitment, identification, pre-qualification, and selection of partner agencies.
- Assess a provider's inclusion readiness by administering the Inclusion Readiness Tool and conducting observations;
- Work with providers to increase both overall program readiness and individual student inclusion through the provision of trainings, technical assistance, coaching, and the facilitation of peer learning activities.
- Attend community events and participate in outreach activities to promote project goals.
- Record accurately and in a timely manner, all data necessary to meet reporting requirements.

#### **EDUCATION AND EXPERIENCE**

- Bachelor's degree required, Master's strongly preferred in education, social work, or other related field; and at least 2 years' experience working with children or youth with disabilities, conducting trainings, and/or mentoring peers.
- Ability to engage and work with diverse people and communities with a high degree of respect and cultural competence.
- Inclusion specialists have the ability to interact well with the public and develop good relations with community providers; excellent communication skills including public speaking; the ability to use the computer for communication, data collection and reporting; and strong collaboration skills

#### **COMPENSATION**

- Competitive salary based on degree and experience (\$38-\$46K).
- Generous benefits including 100% employer paid health, dental, life, and disability insurance.
- Friendly, collegial work atmosphere.