

California State University, Fresno Foundation

ACADEMIC STUDENT COACH - WAYFINDERS JOB ANNOUNCEMENT #18-900

POSITION SUMMARY:	Part-time, non-benefited position for the Wayfinders Program with California State University, Fresno Foundation. The position is year round. The Academic Student Coach (ASC) reports to the Academic Coordinator. The ASC will be part of the Wayfinders Peer Mentorship Program and will support Wayfinders students in their academic studies. The ASC will support the integration of Wayfinders students on the campus. The ASC advocates for, facilitates, and supports the Wayfinders students in their academic efforts. Applicant must have a strong interest in improving the lives of individuals with disabilities. Assignments will rotate as needed for proper staffing of student activities, projects and due dates. Shift work: morning, evening, and/or weekend hours.
ESSENTIAL JOB FUNCTIONS:	<p><i>To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.</i></p> <ul style="list-style-type: none"> • Providing tutoring directly or assist student in accessing other tutoring resources • Assisting students in full participation of all aspects of their academic life while fostering independence • Assisting in developing and maintaining individual education and skill plans • Providing academic support in the classroom, apartment and community, including successful planning and execution of classwork and test-taking • Assisting students in accessing course material, including requesting accommodations or alternate formats • Accompany students to class/activities/appointments as necessary • Supporting students to develop natural supports and social connections with other students while encouraging and modeling appropriate college behavior • Assisting students with time management and organizational skills • Demonstrating a passion and ability to relate to individuals with intellectual/developmental disabilities • Maintaining accurate records and relay communication about student progress to project staff • Maintaining confidentiality of all pertinent matters relating to personnel, students and faculty • Serving as an advocate for disabled students with related community agencies and various aspects of Fresno State • Responsible for student safety and welfare while assigned to the program. • Responding to emergency situations, as needed, in collaboration with Wayfinders staff • Administer first aid and CPR in appropriate situations • Addressing any issues that threaten the health, safety, and continued independence of the students • Perform other duties as assigned
QUALIFICATIONS & EXPERIENCE:	<ul style="list-style-type: none"> • High school diploma or equivalent required • Must be enrolled in the upcoming semester at California State University, Fresno in at least 6 units (undergrad) or 5 units (grad) • Valid Driver's License as driving may be a requirement • Six months experience working in a program for individuals with intellectual disabilities preferred • Completion of First Aid, CPR and fingerprint clearance (to be completed upon hire)
SALARY/BENEFITS:	\$11.00 per hour. This is a non-benefited position.
FILING DEADLINE:	Application review begins immediately. Open until filled.
TO APPLY:	<p>Please submit an Auxiliary application, resume and list of at least three professional references. Visit our website at www.auxiliary.com to locate and print job application or obtain employment application at:</p> <p>California State University, Fresno Auxiliary Human Resources 2771 E. Shaw Avenue Fresno, CA 93710 Fax: (559) 278-0988</p> <p>Application & resume may be e-mailed to: HRAUX@LISTSERV.csufresno.edu</p>

*****RESUMES WILL NOT BE ACCEPTED WITHOUT APPLICATION*****

California State University, Fresno is a smoke free campus. For more information, please click <http://fresnostate.edu/adminserv/smokefree/index.html>
 Employment for this position is by the California State University, Fresno Foundation. This is not a State of California position.

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