



Camden City Independent Living Center

1000 Atlantic Ave Suite 135
Camden NJ 08004
856-966-0800

COMMUNITY NAVIGATOR

JOB DETAILS

Pay: \$10 - \$13 per hour

Job type: Part-time

Number of openings for this position: 1

Benefits: None

Schedule: 9am – 4pm

Days: Monday, Wednesday, Friday OR Tuesday and Thursday

Work Remotely: No

JOB DESCRIPTION

Please note: **WE ARE NOT A RESIDENTIAL FACILITY.** This is an office-based position. We are *not* looking for CNAs or medical professionals; this position is best for people who have experience working in an office setting. Only those interested in employment need apply.

Camden City Independent Living Center, a disability rights agency, seeks a highly motivated, enthusiastic, outgoing self-starter to provide advocacy services to individuals with disabilities residing in Camden City, New Jersey.

A community navigator is a strong voice for disability rights and independent living; their primary role is to assist consumers in maintaining their lives independently in the community. He/she collaborates with community agencies. An ideal candidate should be able to work as a team player to achieve the stated goals and objectives for each consumer.

JOB QUALIFICATIONS

- Fluency in English speech and writing
- Demonstrated commitment to the philosophy of independent living
- Familiarity with a range of independent living skills and ability to teach others such skills
- Demonstrated ability to problem solve with creative, individualized approaches
- Demonstrated interpersonal skills
- Knowledge of and ability to work with community resources
- Demonstrated verbal and written skills sufficient to use IL skills training materials, and report on individuals' progress
- Knowledge and experience using a personal computer
- Willingness to work flexible hours, including some evenings and weekends for outreach activities
- Experience developing and implementing individualized goal plans and coordinating work with others
- Documenting services and community activities in a database
- Proficient in Microsoft Word and experience using a database to document services

JOB SUMMARY

- Assist consumers with identifying goals, then developing and implementing individualized plans to meet the goals
- Work with consumers one-on-one and possibly groups, primarily at our office or community environment, as is appropriate
- Facilitate timely completion of Independent Living Plans or goals, providing services according to those goals
- Maintain appropriate interpersonal relationships with consumers, staff and peers
- Conduct systems advocacy as opportunities arises or are requested by supervisor
- Assist with planning and conducting outreach