

HOT JOBS

Disability Resource Coach *SUNY Sullivan* Loch Sheldrake, NY

Overview:

SUNY Sullivan seeks to employ a part-time Disability Resource Coach. The position will help expand the support services provided to students by helping with transition to college support, accommodation determination and services, teaching students how to utilize technology, providing academic support and study strategies, student outreach and communication of services to improve the retention rate of students with disabilities.

This position reports to the Director of Learning and Student Development Services. This is a part-time grant position; the Disability Resource Coach position works 25 hours a week for 36 weeks a year, and is off during the summers.

Duties and Responsibilities:

Facilitate workshops each semester designed to improve transition to college, new student information sessions on disability services and on assistive technology offered to students with disabilities (Glean, Brightspace, Learning Ally, etc.)

Conduct outreach to students with disabilities and assist with intake interviews and accommodation decisions.

Provide independent training sessions with students on how to best utilize assistive technology. Meets with students to provide academic, study strategy support, access accommodation needs and provide accommodations and workshops on utilizing assistive technology.

Assist in updating website information on disability resources and assistive technology marketing material created to increase outreach and accessibility for students.

Assist in providing support and resources to promote student success to the college community. Support accessibility and assistive technology training for faculty and staff.

Support students using technology for testing accommodations and assist with proctoring.

Data collection, analysis, and report writing.

Requirements:

Ability to use new technology and assistive technology

Ability to work with diverse populations

Friendly

Good record keeping and time management skills

Ability to conduct workshops and community outreach

Apply: email resume and letter or interest to employment@sunysullivan.edu