

JOB ANNOUNCEMENT—Training and Outreach Coordinator

The New York Association on Independent Living (NYAIL) is seeking a Training and Outreach Coordinator for a statewide initiative to assist individuals transitioning from institutional settings to the community. The Open Doors Transition Center project is one of two new NYAIL programs funded by the NYS Department of Health as part of the federal Money Follows the Person (MFP) Demonstration, which assures that residents of long-term care facilities are provided objective information and given the opportunity to live in a community based setting. NYAIL is a statewide not-for-profit membership organization that works to remove barriers to full community integration of people with disabilities. NYAIL members are Independent Living Centers (ILCs), consumer controlled, cross-disability providers of advocacy, services and supports to people with disabilities.

Responsibilities

The Training and Outreach Coordinator will report to the Open Doors Transition Center Project Director and Peer Program Project Director. The Training and Outreach Coordinator will work collaboratively with NYAIL Open Doors subcontracted ILCs. The Training and Outreach Coordinator will develop and provide trainings and outreach for nursing home, ILC and community provider staff. The Training and Outreach Coordinator will also develop and provide trainings for Peers and Transition Specialists. Responsibilities include, but are not limited to:

- Work with Open Doors team and consultants to develop training for nursing home staff including but not limited to training on administration of Section Q of the Minimum Data Set (MDS) questionnaire.
- Train and manage Regional Training and Outreach Specialists (4) at ILCs to provide trainings across the state.
- Coordinate activities of and provide technical assistance to Training and Outreach Specialists.
- Develop and provide training for transition specialists and peers including but not limited to annual trainings, NYAIL conference, regional trainings, webinars and one-on-one transition specialist/peer trainings.
- Develop evaluation system to assess effectiveness of trainings and identify additional training needs.
- Utilize program database and data provided by the Department of Health to identify and prioritize nursing home training and outreach needs.
- Identify training needs of Training and Outreach Specialists, Transition Specialists and Peers and develop trainings to address these needs.
- Attend and participate in regular meetings with Department of Health and Office for People with Developmental Disabilities (OPWDD).
- Utilize database and other methods to collect information about trainings/outreach provided and their effectiveness.
- Prepare reports on trainings/outreach provided and needed.
- Work collaboratively with NYAIL's Olmstead Housing Subsidy program.
- Perform other duties as required or assigned.

Qualifications

- Minimum of a Bachelor's degree.
- Experience with the concepts of IL, consumer control, and a strong commitment to promote and advocate for the full integration of individuals with disabilities.
- Experience developing and providing trainings to groups is required.
- Experience with public speaking.
- Experience working in or with nursing home staff is preferred.
- Experience transitioning individuals out of institutions, including familiarity with the development of individualized service plans is preferred.
- Experience with Nursing Home Transition and Diversion (NHTD), Traumatic Brain Injury (TBI) and OPWDD waivers as well as Medicaid Managed Long Term Care (MLTC) is preferred.
- Experience with peer-run programs within one or more service systems preferred.
- Excellent interpersonal, organizational, computer, and communication skills.
- Personal experience with disability a plus.

This position is located in Albany; however statewide travel is required. This is a grant funded position with an existing contract through 9/30/19.