



*****JOB ANNOUNCEMENT*****

Mobility Management Project Developer

- Position:** Mobility Management Project Developer
Hours: Full Time – 37.5 hours per week (1FTE)
Location: Position is based in Berkeley, requires travel throughout Alameda County and West Contra Costa County (specifically Richmond, San Pablo, and El Cerrito)
Supervisor: Program Manager
FLSA Status: Non-Exempt

Who We Are

Founded in 1972 in Berkeley, California, the Center for Independent Living (The CIL) emerged from the Independent Living movement of the 1960s as a powerful force in helping people with disabilities achieve their independence. The CIL is the model for hundreds of Independent Living Centers throughout the U.S. and the world.

What We Do

The CIL directly serves about 1000 individuals each year. Services include peer counseling, assistive technology consultation and training, employment services, travel training, a residential access program that provides simple equipment allowing seniors and people with disabilities to stay in their homes, systems change advocacy, work and benefits counseling, and a Living Well with a Disability curriculum that helps seniors with aging related physical and mental disabilities remain productive, healthy and engaged. The CIL's Information and Referral staff provide specialized, in depth connections to resources to an additional 5000-6000 people a year.

Our Guiding Principles:

- Comprehensive programs most effectively meet the needs of people with disabilities
- People with disabilities are the best experts on their lives
- The strongest and most vibrant communities are those that include and embrace disability

Summary: The Mobility Matters (MoMa) Mobility Management Project's goal is to create travel training programs that the cities of Richmond, San Pablo and El Cerrito can fully implement beginning approximately one year from now. The Project Developer will be responsible for creating curricula and related materials that are specific to, respectively, Richmond and San Pablo and El Cerrito and for working directly with those cities' staff in order to provide them with the knowledge and skills necessary to implement the curricula. This position is funded for one year.

Essential Duties:

- Lead the development and evaluation of new travel training curricula and related written materials; conduct research and consult with MoMa Team, Richmond/San Pablo/El Cerrito's staff, and various community-based organizations to determine how to most effectively deliver travel training services within/near the three cities mentioned above.
- Review existing travel training materials to identify best practices in the field of training people with disabilities and frail seniors how to safely and conveniently avail themselves of fixed-route public transit.
- Facilitate/present at various meetings, trainings, and events among staff from the cities mentioned above, MoMa colleagues, and/or staff from various community-based organizations involved in mobility management within/near West Contra Costa County.

Other Duties:

- Conduct one-on-one and group-setting travel trainings in Alameda County and/or West Contra Costa County.
- Work with CIL/MoMa Team to produce reports (semi-annual).
- Work with CIL/MoMa Team and Three-Cities' staff to conduct outreach designed to recruit trainees.

- Attend conferences and meetings to promote program and mission to community.
- Educate project partners about Independent Living Philosophy as it pertains to travel training.
- Other reasonable duties as assigned.

Knowledge/Skills/Abilities:

- Knowledge of current techniques and procedures used in the design and development of curriculum.
- Good computer (Microsoft Office) skills.
- Ability to communicate excellently (both orally and in writing); independently conduct research; develop, present, and promote projects; work independently; prioritize work and meet deadlines.
- Ability to teach/coach.
- Ability to implement processes and procedures.
- Ability to develop long term goals and objectives.
- Ability to provide leadership and to supervise the planning, development and establishment of new, modified and/or improved protocols.
- Bilingual applicants highly preferred.

Physical Demands:

- LIGHT - Ability to exert up to 105-20 pounds of force occasionally and/or negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects.
- Remain in a stationary position 50% of the time.
- Typing on various keyboards and other office machines for long periods of time

Work Environment

This work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. The worker is not substantially exposed to adverse environmental conditions. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Application Procedures:

Please visit <http://www.cilberkeley.org/about-us/cil-news/careers/>

Announcement may close at any time. Reply as soon as possible.

NO PHONE CALLS PLEASE!

If you need reasonable accommodation for any part of the application and hiring process, please notify the People and Organizational Development Manager at (510) 841-4776 X3150 or email hr@cilberkeley.org.

Determinations on requests for reasonable accommodation will be made on a case-by case basis.

CIL Inc. is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability, or status as a protected veteran. Persons with disabilities, veterans, women and minorities are encouraged to apply.

CIL is an E-Verify participating employer.

As part of the employment process at the Center for Independent Living, we will request that you complete financial disclosure forms. This information is required to be gathered from all new employees to comply with certain New Market Tax Credit program requirements, under which program the Center for Independent Living has benefited. All information submitted will be kept strictly confidential.