

204 Mississippi Avenue
 Red Wing, MN 55066
 651-388-7108
 Fax: 651-388-9223

ProAct, Inc.
 3195 Neil Armstrong Blvd
 Eagan, MN 55121
 651-686-0405 Fax: 651-686-0312

224 Main Street
 Zumbrota, MN 55992
 507-732-7888
 Fax: 507-732-4085

Job Posting

Position Site/location	Job Coach Eagan
Requirements:	<p>*High School diploma or general education degree (GED) with further training in health/rehabilitation or production preferred. Six months related experience and/or training; or equivalent combination of education and experience.</p> <p>*Must possess excellent written and oral communication skills.</p> <p>*Must be CPR and 1st Aid Certified.</p> <p>*Must pass DHS background study.</p> <p>*Must possess valid driver's license with acceptable driving record; must be insurable at non-risk rates.</p> <p>*May be required to pass DOT Physical; drug and alcohol testing.</p> <p>*Must have personal automobile and be willing to drive for company business.</p>
Job Description:	<p>The job coach position involves observing and coaching individuals employed in the community so they are successful in meeting employer expectations and are successful in maintaining employment. This position uses structured intervention techniques to help the individual learn to perform job tasks to the employer's specifications and to learn the interpersonal skills necessary to become familiar with the work culture. In addition to job-site training, job coaching includes assessment, job development, counseling, advocacy, travel training and other services required for the individual to maintain employment. The ultimate goal of the job coach is to shift the support the individual needs to regular on-site supervisory staff.</p>
Hours: State other if needed	<p>7:30 a.m. – 4:00 p.m. Monday – Friday</p> <p>HOURS MAY VARY AND MAY INCLUDE EVENING AND WEEKEND HOURS</p>
Pay Scale:	\$12.10/hour - \$14.00/hour
Benefits:	<p>Paid Time Off Benefits, Paid Holidays, Medical/Dental/Life/LTD Ins., 401(k) Plan</p>

Applications/resumes will be accepted at ProAct, Eagan through:	
Interviewing will be taking place as needed.	
We would like to see the position filled by: ASAP	