



Brother's Keeper Job Description for
Program Instructor

Qualifications:

1. Strong written, verbal, presentation, organizational, and interpersonal skills
2. Experience in educating and training students with intellectual disabilities
3. Meets all of the health, physical, and screening requirements of this position

Job Goal:

To provide education and training that is implemented through adaptive teaching techniques and varying methods of instruction for educational, vocational, physical, spiritual and social developmental opportunities for participants enrolled at Brother's Keeper; to maintain a successful and growing program at Brother's Keeper.

Essential Functions:

1. Work collaboratively with the Program Director, and all of the staff of Brother's Keeper
2. Oversee, implement, and fully participate in all aspects of the daily routines of Brother's Keeper participants
3. Collaborate with the staff of Brother's Keeper to create and implement diverse and action-filled activities for all participants to attain their agreed upon and established goals
4. Demonstrate clear presentation techniques, presenting modifications when necessary, and providing participants with motivation, enthusiasm, and equal participation
5. Communicate appropriately, effectively, and frequently with participants and parents/guardians of participants
6. Be available and visible in an active manner in the classroom and activity settings for participants
7. Show evidence of effective planning techniques, such as organization and preparation
8. Be adaptable to suit the needs of the facility and participants
9. Provide for the safety, emotional, and physical well-being of the participants and staff at all times
10. Provide proper care of the facility and the supplies of the program
11. Supervise participants at all times
12. Know and follow the safety rules and proper procedures associated with the job
13. Able to show effective classroom management by controlling noise levels and managing behaviors
14. Uphold the Brother's Keeper Faith statement while leading by example and treating others with respect
15. Perform other duties as assigned

Physical Demands:

This job may require occasional lifting and/or carrying of objects weighing up to 50 lbs., with frequent lifting and/or carrying of objects weighing up to 25 lbs. Other physical demands that may be required are as follows:

1. Lifting, carrying, pushing, and/or pulling
2. Climbing and/or balancing
3. Stooping, kneeling, and/or crawling
4. Reaching
5. Vision, correctable to 20/20
6. Talking
7. Hearing

Temperament:

1. Adaptability to performing a variety of duties, often changing from one task to another of different nature without loss of efficiency or composure
2. Adaptability to accepting responsibility for the direction, control, or planning of an activity
3. Adaptability to dealing with participants, parents, board members, visitors, and specialized therapists in a variety of settings and under a variety of potentially stressful circumstances
4. Adaptability to make generalizations, evaluations, or decisions based on sensory or judgmental criteria

Capacity and Ability Requirements/Skills:

1. Ability to perform a variety of duties, changing often from one task to another of different nature, without loss of efficiency or composure
2. Ability to direct, control, and/or plan activities
3. Ability to supervise a variety of people
4. Ability to convey ideas and instructions and their underlying principles
5. Ability to effectively lead others
6. Ability to communicate orally and in writing

Reports to:

Brother's Keeper Program Director as well as the Executive Director and Director of Operations who represent the Board of Directors