**AUTISM NOVA SCOTIA – POSITION DESCRIPTION:**

**Post-Secondary Autism Support Strategist (PASS) – Casual- Part-time employment**

POSITION TITLE: Post-Secondary Autism Support Strategist

POSITION DETAILS: Casual (as needed; may include days, evenings and weekends)

POSITION LOCATION: Amherst, Nova Scotia

POSITION START DATE: Immediately

DIRECT REPORT: Post-Secondary Autism Support Manager

DEADLINE TO APPLY: April 20, 2019

***A Post-secondary Autism Support Strategist provides individual support to post-secondary students on the autism spectrum to enhance transition success.***

**Time:** Part-Time – dependent on the student receiving support and their availability. Monday – Sunday, days, evenings, weekends during each semester (times are subject to change).

**The Opportunity:** A Post-Secondary Autism Support Strategist provides one to one individualized support to a student with Autism Spectrum Disorder in non-academic areas to promote their independence and positive social image. The support is a very collaborative approach between the Post-Secondary Autism Support Manager, the strategist, the student and the faculty.

**Responsibilities include:**

* Guide students in learning to complete tasks in the area they are receiving support
* Plan activities for sessions that will help student develop skill
* Critical thinking skills and the ability to problem solve on the job
* Strong ability to create an environment of respect and trust with the student
* Promote inclusion and foster student independence
* Provide leadership and act as a positive role model always for the student
* Ensure adequate communication with Post-Secondary Autism Support Manager, student and student guardian/s, if applicable
* Be creative and have fun learning
* Adhere to post-secondary institution policies, practices, and procedures

**Qualifications:**

* Knowledge of Autism Spectrum Disorder
* Experience supporting individuals with autism or other developmental disabilities, and/or experience in supported employment, educational and/or recreational environments
* knowledge and ability to develop and modify activities when necessary to meet student’s development
* Master’s Degree would be considered an asset, but not necessary
* Must have flexibility in your schedule to work with student on late afternoons, evenings and weekends
* Outstanding communication and interpersonal skills
* Superior ability to build and foster relationships
* Strong organizational skills, communication skills and keen attention to detail
* High level of professionalism and judgment regarding student/student services relationships
* Ability to work independently
* Access to a vehicle is an asset

**Accommodations:** Interview accommodations can be made. Please state any interview accommodations required in your cover letter.

**Work Environment:**

Approachable and welcoming

Both fast and slow paced during different times of the academic semester

You may support a student at a location directly on campus (such as campus library or common) or at a location off campus (such as the Halifax Public Library)

Structured activities/lessons

**Salary:** Rate of pay is determined by individuals experience and education.

**Application Process:** Please email an up-to-date resume and cover letter explaining how you qualify and are suited for the position as described above to Post-Secondary Autism Support Manager Chrystal Tushaus at [ctushaus@autismns.ca](mailto:ctushaus@autismns.ca).

*Thank you for your interest, however, only applications selected for an interview will be contacted.*