

Employment Consultant

Overture Community Services

Overture is seeking an Employment Consultant to assist adults with disabilities to find and maintain employment, provide on the job training to learn their jobs in conjunction with training from their employer. Employment consultants provide supports to job-seekers, and currently employed clients. They also meet with employers in the community to learn about their hiring needs, discuss the benefits of hiring people with disabilities, and to identify job opportunities within businesses, which includes creating customized positions. They will also interact with a variety of funding and monitoring sources. All of these relationships are integral to supporting people to find and maintain meaningful employment.

Overture's employment services are person-centered with a focus on customizing employment opportunities for the job-seeker, while working to fulfill the unmet needs of employers.

A successful Employment Consultant will possess the following skills:

- Excellent communication skills, both written and verbal
- Experience in sales and/or marketing (including consultative sales)
- Customer-focused approach
- Ability to teach and train adults how to do a variety of tasks
- Flexibility to understand that the Employment Consultant serves many different customer groups who each have different priorities (job-seekers, families, providers, employers, interdisciplinary teams, funders)
- Ability to advocate for the person you serve, while maintaining good relationships with all parties and balancing the needs of an employer
- Ability to meet deadlines and provide services and supports in a timely manner with a sense of urgency

Must have a bachelor's degree in a human services-related field or at least one year experience providing job-related supports to people with disabilities, a good driving record, reliable transportation (preferably own car, as transporting participants may be necessary), favorable background check per Overture's requirements.



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Please attach resume and cover letter to the contact form below.

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