

GROWTH SERVICES– IN PARTNERSHIP WITH EMPLOYBR

GROWTH Services of Louisiana is partnering with EmployBR to train Assistant Success Coaches

GROWTH Services

Come train at an organization that strives for Extraordinary People and Exceptional Performance! GROWTH Services of Louisiana is looking for Student Success Coaches to perform support services to educate and coach our community to live better lifestyles. GROWTH is responsible for a coordinated set of activities for students with disabilities designed within an outcome-oriented process that promotes movement from school to post-school activities, including post-secondary education, vocational training, integrated employment (including supported employment), and Pre-Employment Transition Service (Pre-ETS) Programming. Specifically, the individuals will be trained on implementing locally tailored practice and evidence-based strategies related to Pre-Employment Transition Services (Pre-ETS) in the Baton Rouge Metro Area.

WIOA/EmployBR

The Workforce Innovation and Opportunity Act (WIOA) is a transformative law designed to strengthen our nation's public workforce system, helping Americans, particularly youth and those with barriers to employment, access the education, training, and support services they need to obtain and advance in quality jobs and careers, and to help businesses hire and retain the skilled workers they need to succeed in a global economy. WIOA/EmployBR ensures that the needs of businesses and workers drive workforce solutions and it increases and aligns coordination among key employment, education, and training programs.

Opportunity at a Glance

Assistant Success Coaches provide support to members of the organization's management team, including scheduling meetings and events, assisting with the maintenance of confidential organization and employee files and records, entering data into various tracking spreadsheets, and providing assistance to other staff members as needed in support of various organization programs and media presence.

Essential Job Requirements:

- Ability to read and write legibly.
- Ability to count and perform simple mathematical calculations accurately.

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- Ability to sit for extended periods of time, in a temperature controlled and moderately noisy work environment.
- Ability to communicate effectively with internal and external customers and suppliers, both orally and in writing.
- Ability to compose a coherent, grammatically correct letter and speak clearly, in English, with good grammar.
- Ability to be flexible and remain courteous and professional while managing the stress of meeting deadlines and achieving production goals, dealing with interruptions, interference, lack of cooperation, and/or errors of customers.
- Ability to pay attention to the details, produce accurate and timely results, and maintain concentration on the task at hand, while juggling multiple assignments, ignoring distractions from office noise and other workers in close proximity.
- Ability to operate a computer terminal, computer printer, typewriter, calculator, facsimile machine, copier, and telephone.
- Ability to move freely about an office to access materials and use equipment.
- Ability to perform correctly from memory and follow detailed procedures after a suitable period of training.
- Ability to maintain stamina and productivity throughout an entire work shift.
- Ability to maintain regular and punctual attendance. Absenteeism, tardiness, and the inability to complete an entire shift are grave and unacceptable disruptions to our Company's ability to service our customers.
- Ability to initiate and maintain interpersonal contacts, including with people who may be hostile or impatient, and respond in a positive and professional manner to feedback from customers and coworkers alike.
- Ability to reason, remember, and observe.

To learn more about this training opportunity, please contact GROWTH Services of Louisiana
<https://www.growthla.org>