



amber grace

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Community Engagement Specialist

[LINK TO JOB APPLICATION BELOW](#)

Reporting to: Director of Programming

Supervisory Responsibilities: None

Job Summary

The Community Engagement Specialist is responsible for cultivating meaningful vocational, volunteer, and service opportunities for Neighbors at Amber Grace by building strong relationships with local businesses, agencies, churches, and community partners. This role develops opportunities that align with each Neighbor's talents, gifts, skills, and interests, while advancing the mission of cultivating a Christ-led Abundant Life at Amber Grace.

Duties/Responsibilities

- Build and maintain relationships with local businesses, universities, nonprofit organizations, churches, and community partners.
- Identify, develop, and support customized employment, volunteer, and service opportunities aligned with Neighbor strengths, interests, and abilities.
- Collaborate with Neighbors, Mentors, and staff to understand skills, interests, and workplace support needs, and communicate observations to the team to inform ongoing growth and skill development.
- Maintain working knowledge of local agencies and resources that provide job coaching, vocational services, and employment supports.
- Coordinate with external providers, as appropriate, to support successful participation in work and service opportunities.
- Participate in team meetings, training, and community events.
- Foster a Christ-like, safe, respectful, and inclusive environment.

Requirements

[Type here]

- Bachelor's degree in human services, special education, vocational rehabilitation, or related field preferred.
- Experience working with individuals with IDD.
- Passion for inclusion and holistic development.
- Strong communication, organization, and interpersonal skills
- Ability and willingness to represent Amber Grace in a Christ-like, professional manner.
- Ability to demonstrate care, dignity and respect when working with Neighbors.
- Protects confidentiality and other rights of the Neighbors.
- First Aid/CPR/AED certification.
- Knowledge of office equipment and computer proficiency.
- Fluent in Microsoft Office Suite applications with ability to learn and operate additional software applications as appropriate.
- Excellent verbal and written communication skills using the English language.
- Must have the ability to lift, push and pull 25 pounds.
- Must possess a valid and non-encumbered Georgia driver's license.
- Ability to work independently with initiative

FLSA: Non-exempt

Classification: Part-time

TO APPLY FOR THIS POSITION PLEASE CLICK THIS LINK :

[COMMUNITY ENGAGEMENT SPECIALIST](#)

Or copy and paste this URL into your web browser :

<https://ambergrace.jotform.com/team/neighborlife-employment/program-mentor-application>

If you are unable to access or fill out the application online, please email info@ambergrace.com to request assistance.

Thank you for your interest in joining the Amber Grace Team!