MABVI (Massachusetts Association for the Blind and Visually Impaired), is expanding our Access Technology program throughout Massachusetts.

Over the next several months, we will be screening candidates for several potential opportunities. Blind and visually impaired candidates preferred, Massachusetts residency required.

DUTIES AND RESPONSIBILITIES

Performs assessments, orientation and training, observation, and coaching for clients, volunteers and interns.

Trains consumers on the use of access technology;

Recruits, trains and supports volunteer technology instructors.

Maintains database records and reporting best practices for EMR database.

Troubleshoots equipment and provides technical support as necessary.

Monitors and evaluates schedules, records and procedures to ensure quality of services.

Participates in planning and development, formulating long and short term goals for MABVI’s access technology training and digital accessibility programs and grants.

Attends and participates in team meetings, trainings, and supervision as required.

Carries out responsibilities in accordance with the organization's policies and applicable laws.

Works with clients for assistive technology assessments and preparing assessments for submission to state or other outside venders as necessary;

Recruits volunteers: responsibilities include: training, engagement, coaching and matching,

Interfaces and plans with community partners and senior centers.

Trains clients on the use of access and assistive technology.

Appraises performance of volunteer instructors.

Develops lessons and curriculums.

Measures program outcomes and prepares grant report data for development.

Designs and runs tech pilot studies or user testing.

Troubleshoots and provides tech support for clients and colleagues.

Reviews and tests new and emerging technology.

Manages site volunteers and schedules.

Upkeep of records in a HIPAA-compliant database.

Addressing complaints and resolving problems.

Coordinating center group classes, maintenance, activities and services.

Presenting to healthcare providers and community partners.

Maintaining up-to-date training on digital accessibility best practices.

Research and stay up to date with trends and developments in technology.

Train OT, O&Ms and other MABVI staff members and assist in troubleshooting employee access tech concerns as needed.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE

· Bachelor's degree from four-year college or university and 3 to five years experience in disability-related fields and technology strongly preferred, or equivalent experience.

· Supervisory experience preferred.

· CATIS, CPACC or other credential in disability education or digital accessibility field preferred.

· Must have a knowledge of, and keep up to date with technology used by visually impaired and blind persons.

· Must be familiar with braille, text to speech, screen magnifier, and visual interpreter software and hardware.

· Familiarity with digital accessibility best practices, laws, and Web Content Accessibility Guidelines strongly preferred.

· Must have working knowledge of Mac, Windows, Android and iOS operating systems and applications.

· Must have good database management and administration skills, be familiar with HIPAA, and able to complete and update medical records on a strict time-line.

· Familiarity with ADA, disability rights case law on digital access, WOIA/rehabilitation Act, IDEA, Section 508, and other disability laws, issues and advocacy efforts strongly preferred.

Skills: Candidate will be able to:

· Organized, able to work well remotely using team communication and time management strategies.

· Prepare deliverables in a variety of formats and situations including XL, video, social media post, written directions and demonstration.

· Must have a good working knowledge of disability studies, vision loss causes and conditions, and their effect on someone’s visual acuity.

· Demonstrate experience teaching or working with multiply disabled individuals or aging and brain injury or dementia.

· Prepare outlines, presentations, XL spreadsheets and program handouts for grant outcome measurements, conference presentations, and healthcare education.

· Have some braille knowledge.

· Ability to read, write, and comprehend a variety of instructions, technical manuals, lesson plans, case notes and health records, business correspondence, reports, spreadsheets and measurement tools.

· Ability to effectively present before groups of consumers, community partners, volunteers or employees of the agency.

· Ability to develop and maintain positive working relationships with volunteers, colleagues, employees, and others.

· Ability to work well as a member of a team.

PROBLEM SOLVING AND JUDGMENT

· Ability to define and solve problems.

· Ability to deal with abstract and concrete variables.

· Ability to use sound judgment in situations where limited or no guidelines exist.

· Ability to assist volunteers with decision making in ambiguous situations. Ability to respond appropriately to grievances, complaints.

· Ability to anticipate problems and plan proactively.

· Ability to travel independently and safely.

Job Type: Part-time

Schedule:

• 4 hour shift

Ability to commute/relocate:

Education:

• Bachelor's (Preferred)

Experience:

• yrs. disability-related & technology: 3 years (Preferred)

Work Location: One location

You can also use the link:

https://www.glassdoor.com/job-listing/access-technology-coordinator-part-time-ivy-street-school-JV\_IC1154677\_KO0,39\_KE40,57.htm?jl=1007947265662

Jerry Feliz

Access Technology Director

Mass Association for the Blind &

Visually Impaired

Mobile: 857-443-6636

jfeliz@mabcommunity.org

Website: MABVI.ORG

Twitter @JerryFelizMABVI

On Aug 4, 2022, at 1:01 PM, Amy Ruell <aruell@mabcommunity.org> wrote:

I didn’t see a description here.

Amy

From: Jeremias Feliz <jfeliz@mabcommunity.org>

Sent: Thursday, August 4, 2022 12:15 PM

To: Amy Ruell <aruell@mabcommunity.org>

Subject: Job description part time work

Hi Amy,

Here is the job description. They can call me directly so feel free to give them my work number or email. 857 443 6636.

Thanks

Qualifications

• Bachelor's (Preferred)

• US work authorization (Preferred)

Indeed's salary guide

• Not provided by employer

• $49.2K - $62.2K a year is Indeed's estimated salary for this role in Salem, MA.

Report inaccurate salary

Full Job Description

SUMMARY

The Massachusetts Association for the Blind and Visually Impaired (MABVI) has been serving individuals with vision loss since 1903. The Massachusetts Association for the Blind and Visually Impaired provides vision rehabilitation and support services throughout Massachusetts to more than 1,200 adults, primarily older adults, who are blind or visually impaired. Programs include access to low vision clinics, peer empowerment support groups, one-to-one volunteer assistance, in-home vision rehabilitation, adjustment counseling/mental health support, and access/assistive technology training. Our unique blend of programs and services enables individuals to learn to live confidently with vision loss.

Under the general supervision of the Director of access Technology Training, this part-time Access Technology Specialist performs assigned related job duties for the operation of the Access Technology Program.

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* Ability to commute/relocate:

Education:

• Bachelor's (Preferred)

Experience:

• yrs. disability-related & technology: 3 years (Preferred)

Hiring Insights

Job activity

If you require alternative methods of application or screening, you must approach the employer directly to request this as Indeed is not responsible for the employer's application process.

Report job

If interested please contact:

Jerry Feliz

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