



## **Hiring Immediately! Flexible Scheduling!**

Join Civitan Foundation, Inc. as a **Café Job Coach** and make a difference in the lives of individuals with disabilities. It is more than just a job. It is an experience that will change your life, and the lives of those you serve. If you are looking for fulfilling, meaningful work, and have a passion for helping people, we would love to welcome you to our team!

### **We have one location (and another opening soon):**

- Civitan Village (Cactus and 42<sup>nd</sup> St.)

### **We are looking for people with:**

- A winning customer-service personality
- High energy with a desire to help people with special needs.
- An understanding of the challenge's individuals with disabilities face.
- Good communication and interpersonal skills.
- Flexible and able to work effectively with others.

### **Fantastic Benefits Package:**

- 401k for full/part time employees
- 401k immediate employer match
- Sick Leave
- Free Training Provided
- Wellness Program
- Massage Days
- Referral Program
- Free Lunch Fridays

### **Responsibilities:**

- Ability to help adults with developmental disabilities improve their job skills and achieve workplace successes in the food-service industry.
- Communicates and interacts with others on an individual and group basis, to ensure quality training and support for Civitan member-staff.
- Conduct effective job coaching while managing and completing the duties of the Café with a smile.
- Tasks include but aren't limited to taking orders, internal food delivery, cash and tab transactions and recordkeeping, inventory, giving sales input and cleaning.
- Demonstrates excellent customer service to Café customers.

**Requirements:**

- Must be at least 18 years of age (licensing requirement), or 21 years of age to drive Civitan vehicles.
- Must be fully ambulatory and able to lift members (a minimum of 50 pounds.)
- Required to pass a criminal/background check and fingerprint check.

**About Us:**

Why should you consider a job at the Civitan Foundation, Inc.?

- Competitive pay rates and medical and retirement benefits
- Article 9, CPR/First Aid training
- Flexible, part-time, full-time positions
- Seasonal and year-round positions
- Friendships that last a lifetime

Team Civitan appreciates someone who is willing to pitch in where needed. A superstar with a thirst to share their knowledge of everything Café. A **Café Job Coach** needs to be flexible, quick thinking and motivated.

When you join the Civitan team, you join a family—one that will love, support, and encourage you throughout your employment with us, and long after you have moved on to new opportunities.

**Submit Resume or Application to [Jobs@CampCivitan.org](mailto:Jobs@CampCivitan.org)**

*We are an equal opportunity employer. Civitan is a drug-free agency.*