



Job Description

Job Title: Systems Change Advocate, Grade 5
Reports to: Beata Karpinska-Prehn, Advocacy Manager
FLSA Status/Schedule: Non-Exempt, Full Time; 37.5 Hours Weekly
Location: Madison County

ARISE's mission is to work with people of all abilities to create a fair and just community in which everyone can fully participate.

Job Summary:

Engage in outreach activities with the purpose of providing education and technical assistance to the community. Conduct and coordinate activities in the community that will result in systems change to improve the quality of life of people with disabilities in Madison County and create improved access to social, recreational and employment opportunities, as well as public facilities, housing, healthcare and other areas.

Qualifications:

- Strong interpersonal skill and ability to work with a diverse population
- Excellent communication skills, including public speaking and negotiation skills
- Proficiency in Word and Excel
- Excellent organization skills
- Ability to compile progress reports
- Self-starter with a passion for advocacy for disability rights
- Knowledge of ADA, and other disability laws a plus
- Knowledge of accessibility requirements under the NYS Building code and ADA a plus
- B.A. with 1 year of experience working with people with disabilities or in a disability-related field, will consider a combination of education and experience
- Clean driver license and reliable transportation for travel in Madison County

Essential Functions:

- Engage in outreach activities to inform the community of the availability of advocacy services
- Plan and coordinate activities to work on identified systems change goals
- Develop relationships with community leaders and attend community meetings as directed by supervisor
- Recruit agency staff, local advocates, individuals with disabilities and volunteers for participation in ARISE advocacy efforts
- Coordinate attendance at ARISE sponsored and community events, public hearings and other public happenings at which representation of individuals with disabilities is important
- Work with local government, businesses, construction companies, recreation providers to increase access
- Participate in action alerts

- Maintain required documentation and report on all activities and outcomes to the Advocacy Manager and Director of Independent Living Services

Benefits:

- Generous paid time off includes:
 - 11 paid holidays plus
 - Summer hours Fridays – as scheduled from Memorial Day to Labor Day
 - 20 Earned Time Off days (5.77 hours accrued each biweekly pay cycle) in first and second year of employment; 25 ETO days after 2 years; 30 ETO days in future milestone years
- Participation in the 401(k) plan available at hire; Full vesting immediately; Employer match (50% of the first 5% deferred)
- Excellent medical plan through Excellus BC/BS
- Great dental and vision coverage through Guardian / VSP
- Company-paid health reimbursement arrangement (HRA) covers first 70% of deductible
- Flexible spending arrangement (FSA) for both medical expenses and dependent care
- Free life insurance and long term disability coverage through Lincoln Life
- Free / Confidential Employee Assistance Program (Help-People affiliated with Crouse Hospital)
Option to enroll in voluntary benefit plans at annual open enrollment