

FY 2010 Navigator Plan – Attachment Y

We have found the Navigator position to be an invaluable resource to our Career Center services and will use the \$28,125 in Disability Program Navigator funds to subsidize one FTE for continuation of the Disability Program Navigator position. This position will serve the programs that are under the auspices of the Greater New Bedford Workforce Investment Board as well as partner agencies and will work to enhance their ability to fulfill career objectives for job seekers with disabilities. The activities of the Disability Program Navigator will not duplicate the roles of other staff or agencies in the regional partnerships that serve the community.

The responsibilities of our Disability Program Navigator include:

- Serve as a resource to the workforce development staff as well as facilitate training to personnel to ensure their knowledge of programs and issues that impact the ability of persons with disabilities to enter and remain in the workforce.
- Conduct outreach and provide direct assistance to people with disabilities, including school age/transitional youth and SSA disability beneficiaries, who visit the One-Stop Career Centers.
- Assist people with disabilities, including SSA beneficiaries and transitioning youth, prepare for, find, or retain employment by collaborating with mandated and non-mandated WIA partners and agencies.
- Assist SSA beneficiaries in understanding the impact of earnings on SSA and other program benefits.
- Maintain positive, collaborative working relationships with Community Disability Advocacy Organizations, Regional Workforce Partner agencies, Business Organizations, Social Security Benefits Planners, and representatives from the local Social Security office.
- Develop and maintain linkages with employers and employer organizations to promote the hiring of people with disabilities and to facilitate their job placement.
- Effectively present information to the public (business groups, disability groups, other agencies, local government) on employment services, Social Security incentives, job accommodation, and benefits of employment of persons with disabilities.
- Serve as a point of expertise on programs and services that impact the employment or employability of people with disabilities such as health care options, transportation and housing supports as well as pertinent workforce development issues and policies.
- Serve as the Center expert and coordinator on SSA work incentives, including Ticket to Work, linkages to SSA field offices, SSA Benefits Planning, Assistance and Outreach (BPAO) counselors, SSA demonstration projects, and Employment Networks.
- Provide ongoing assessment of One Stop Center facilities, services, programs and equipment to ensure these are accessible to people with disabilities, including ensuring that informational materials are available in alternative formats.
- Facilitates knowledge and resolution of complaint procedures established under the provisions of WIA section 188
- Serve in a variety of Career Center related capacities that require independent thinking and reliable , professional judgment including investigation and determination of new customer assessment tools, coordination of employee morale building programs, as the Career Center representative to the local homeless provider network.