

COMPANY:

Challenge Workforce Solutions

TITLE:

Team Leader

JOB SUMMARY:

Challenge was founded 52 years ago with the radically simple vision that everyone in our community—including people with disabilities and socioeconomic barriers—would get the chance to develop their skills and become an integral part of our workforce. Our inclusive, dynamic Teams are made up of people with *and* without documented disabilities and barriers who work together to meet the contract staffing needs of some of the area's most important employers, including Cornell University, Ithaca College, Wegmans, and Cayuga Medical Center. Every day, our dedicated Team Leaders put our agency's vision into action, serving as our Team Members' most valued and trusted coaches, confidantes, and champions, while ensuring that our contracted services are delivered to a consistently high standard. Team Leaders will be able to pursue multiple levels of certification through the ISSA at no cost, along with other training and professional development opportunities. Team Leaders will assist with vocational training/job coaching, supervision, and support services for individuals with disabilities and other barriers to employment in a supported work environment; provide oversight of all areas at assigned work sites in Ithaca and surrounding areas. The position may require evening, weekend, and holiday hours, and be subject to extended seasonal lay-offs based upon the needs of the contracts.

WHAT OUR TEAM LEADERS SAY:

"What I like best about working for Challenge is seeing myself and others grow and improve."

"I tell my teammates to trust themselves and we'll be here to help when you need it."

"Challenge is like a family—they always have your back."

ESSENTIAL FUNCTIONS:

- Assist Director of Contract Staffing, Manager, and Employment Specialists to develop and implement job training, job coaching, and accommodations for service recipients in the Challenge businesses. "Service recipients" are individuals with disabilities and/or other barriers to employment.
- Oversee Team Members' performance at assigned tasks and various work sites including custodial, housekeeping, dish room duties.
- Maintain consistent workflow and ensure minimum standards are met for all contracted employers.
- Accurately complete electronic timekeeping for self and Team Members assigned to work site.
- Transport Team Members in agency vehicle, as needed. If authorized to do so, must maintain a valid New York State driver's license that meets third party insurability requirements.
- Maintain knowledge of and follow all policies and procedures of Challenge.
- Successfully complete all assigned trainings and courses
- Miscellaneous duties as assigned.

REQUIREMENTS:

- Desire to work with individuals with disabilities and other employment barriers in an employment setting.
- High School diploma or GED required
- Successful candidates will need to pass a criminal background check.
- Must be able to lift 30 lbs., occasionally, and up to 50 lbs. (rare).
- Ability to withstand continuous exposure to temperature changes, heat, steam, slippery floors, food waste, kitchen equipment, various cleaning equipment and related chemicals.
- Team Leaders must have good interpersonal skills and be creative and flexible at all times.
- Ability to read and understand policies and procedures and to explain these to others.
- Ability to complete documentation of accidents, incidents, discipline, and other noteworthy events that pertain to your Team Members.
- Ability to effectively present information and respond to questions from groups, individuals, managers, clients, and the general public.
- Ability to solve practical problems and deal with a variety of situations in a logical and safe manner.
- Ability to interpret a variety of instructions furnished in written, oral, or schedule formats.
- Be familiar with Microsoft Office programs and be able to utilize designated HR software.

STATUS:

Job Type - Full Time or Part-Time

Hourly Rate – starts at \$13.25

REPORTS TO:

Manager of Contract Staffing

COMPENSATION:

Full-Time and Part-Time – Paid time off available for all employees

Full-Time only (30+ hours per week) - Medical, dental, basic life insurance, retirement 403(b) plan, and short term disability benefits available

HOW TO APPLY:

Interested parties should come to Challenge at 950 Danby Rd Suite 179 to fill out an application or visit our website at www.challengeworkforcesolutions.org

OUR COMMITMENT UNIVERSAL ACCESS:

Challenge is committed to a diverse, inclusive, integrated workplace. We provide equal employment opportunities to all employees and applicants for employment and prohibit discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, and transfer, leaves of absence, compensation and training. Any applicants requiring any special accommodations during the application/interview process (e.g. ASL interpretation, differently formatted forms, etc.) should contact Kim Pugliese Director of Strategic Human Resources by phone or email ASAP: kimberlyp@aboutchallenge.org or 607-272-8990