

Smart Technology Mentors Project

CIL Coordinator Position Description

Role:

The Center for Independent Living (CIL) Coordinator serves as the key STMP team member responsible for recruiting high school students, for scheduling and supervising their in-home installation visits and for evaluating their experience serving in that role at the end of the project.

Required Knowledge, Skill/Ability & Experience:

- General knowledge about smart phone operation and mobile applications
- Skill/Ability to teach others to operate a smart phone and mobile application
- Experience working with students through the Youth Transitions Fast Track Program or any other training program
- Experience delivering services to seniors and/or people with disabilities
- Interest in learning how smart devices can enhance independent living
- Willingness to supervise up to 10 installation visits weekdays, between the hours of 3:00 and 6:00 pm, from September to December 2021. Each visit is 1-hour

Specific Tasks:

- Participate in the CIL Coordinator training session on July 30th
- Assist SILC in compiling a list of resident addresses in the CIL service area to include in the direct mail campaign offering the free installation visits
- Assist SILC in identifying allied organizations to contact to promote the pilot
- Recruit 2 high schools and 5 students at each for the pilot (a total of 10)
 - Arrange & participate in a 1-hour Zoom briefing for HS Administrators
 - Arrange & participate in a 1-hour Zoom briefing for interested students,
[Note: SILC will conduct both to-be-scheduled Zoom briefings]
- Participate in a 3-hour mentor training webinar on September 15th
- Attend, supervise, and document in-home installation visits
- Complete a post-pilot project evaluation

For More Information:

Contact: Doug Newman, Project Director at: 773-899-0801