

# Mobility Connections Job Description Travel Trainer



Connections For Life  
Supported and Independent Living Services

**TITLE:** Travel Trainer

**BASIC FUNCTIONS:** Provide intensive travel training to individuals with special needs in the general community of Solano County

**REPORTS TO:** Associate Director

**PAYROLL CATEGORY:** Part Time to Full Time/ Non-Exempt

**REQUIREMENTS:**

Education: Associate Degree/High school diploma preferred.

Experience: 3 years' experience working with disabled/ special needs adults preferred, experience using public transit in Solano County, Sacramento Area and Bay Area.

Special skills and knowledge:

- Must possess an understanding of and a commitment to the philosophy of integration and inclusion
- Requires excellent verbal and written communication skills, very organized and can work independently
- Effective time management skills and is self-directed
- Strong interpersonal skills and strong teaching skills
- Knowledge of public transit in Solano and neighboring Sacramento and Bay Area
- Ability to read, explain and discuss travel brochures and maps, use Microsoft suite and internet
- Teach personal and community safety
- Must maintain a commitment to a professional code of ethics and follow our policies and procedures

## **CORE RESPONSIBILITIES:**

1. Meet with individuals to assess transportation needs, identify goals, and develop a mobility plan to meet their individual needs and goals.
2. Assess the need for personalized training material to be created.
3. Schedule times for instruction using specialized training material if needed
4. Specific focus must be placed on personal safety, street safety, awareness of possible danger, trip planning, path of travel, orientation skills, navigating necessary bus routes & transfers, actual bus riding, navigation skills, modeling, shadowing and fading.
5. Documentation of assessment, daily progress, summary reports
6. Communication with families or support persons
7. Promoting independent travel and self-advocacy skills in relation to travel, including strategies to use when lost or confused while traveling
8. When the individual can access transit successfully independently, goals will be met and training will cease. Travel trainer will perform a follow up with trainees after 30 days.

## **Physical Demands**

While performing the responsibilities of the job, the employee is required to talk and listen. The employee is required to sit for periods of time and use their hands and fingers, to handle or feel. The employee is required to stand, walk, reach with arms and hands. Vision abilities required by this job include close vision.