



Vision Loss Education Center

SARASOTA • MANATEE • CHARLOTTE • DESOTO • HIGHLANDS

Lighthouse Vision Loss Education Center in Sarasota, Florida is seeking a part-time Young Adult Transition Assistant.

Founded in 1985, the Lighthouse Vision Loss Education Center is dedicated to providing quality vision rehabilitation services for the blind and visually impaired community in a five-county region. At the Lighthouse there are a lot of creative opportunities including virtual and in person training and funded continuing education. The Young Adult Transition Assistant will work with certified staff members that possess a team mentality and are always open to change.

The Young Adult Transition Assistant will assist with the Vocational Transition program. Duties include but are not limited to:

- Arrive early to greet and help clients get settled in the classroom.
- Assist with clerical work related to class – make copies, send emails, make telephone calls, complete casenotes.
- Attend meetings and trainings as needed.
- Assist Vision Rehabilitation Therapist/Instructor, Rehab Manager and/or Vocational Transition Specialist in classes or camps.
- Transport students to work experience sites.
- Shadow students in their work experience to provide job coaching.
- Host/co-host classes for Transition students in person and virtual as needed.
- Help organize and store materials and straighten the classroom.
- Flexible schedule (weekends, evenings and summer).
- Access to reliable transportation enabling regular, predictable, on-time attendance.
- 2+ years experience preferred working with young adults ages ranging from 14-22.
- At least two years' experience in instruction of the visually impaired and/or disabled children preferred.
- Ability to be flexible with the scheduling needs of young adults and their parents' work schedules.

The Lighthouse has been a staple in the Sarasota community for over 35 years and has helped countless people with visual impairments find courage, community and independence. Join us! All Lighthouse employees are subject to pre-employment background checks, and eligibility to work will be verified through E-Verify. Lighthouse Vision Loss Education Center is an equal opportunity and E-Verify employer with a drug-free workplace.

Visit lighthouseeducationcenter.org to learn more about us.

No telephone calls please! Please submit your cover letter and resume to human.resources@lighthouseeducationcenter.org.