Part-Time Independent Living Specialist

Location: Yuma & La Paz Counties, Arizona
Position: Part-Time
Pay: $17.00 per hour

SMILE is seeking a compassionate, dependable Part-Time Independent Living Specialist to support people with disabilities in building skills, accessing resources, and increasing independence in their communities.

This position focuses on peer support, advocacy, and practical skill-building.

What You'll Do

- Provide information and referrals to community resources
- Assist individuals in developing independent living skills
- Offer peer support, encouragement, and advocacy
- Help consumers understand their rights and navigate community systems
- Assist with applications for SSI, SSDI, AHCCCS, SNAP, housing, transportation, and other assistance programs
- Support consumers in setting and achieving personal goals
- Maintain accurate service documentation and protect consumer confidentiality
- Participate in community outreach and educational activities
- Travel throughout Yuma and La Paz Counties as needed

What You'll Need

- High school diploma or equivalent
- Strong communication and interpersonal skills
- Ability to work independently and as part of a team
- Good organizational and time-management skills
- Basic computer, data entry, and documentation skills
- Ability to work respectfully with people from diverse backgrounds

Preferred Experience

- Experience working with people with disabilities
- Experience assisting with SSI, SSDI, or other public benefit applications is strongly preferred
- Background in community services, peer support, or advocacy
- Lived experience with disability is strongly valued

Language

- English required
- Spanish strongly preferred due to the populations we serve

Pay & Schedule

- $17.00 per hour
- Part-time position
- Weekday daytime hours
- No evenings or weekends
- Schedule to be determined based on organizational needs

About SMILE

SMILE is a Center for Independent Living dedicated to supporting people with disabilities in achieving independence, exercising choice, and participating fully in their communities.

We encourage individuals with disabilities and applicants from diverse backgrounds to apply.

How to Apply

Interested applicants are encouraged to submit their resumes to SMILE for consideration.

SMILE is an Equal Opportunity Employer.