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Sharing Services for Exceptional Students

Quentin H. Rueckert
Executive Director

Daniela Belanger
Assistant Director

POSITION: Substitute Job Coach – Long Term

START DATE: Immediately upon hire

Shared Services has an opening at Northwestern Regional School #7 – Highlander Transition Academy for substitute job coach, long term. The position is Monday-Friday up to 6.5 hours per day and would begin upon hire and end approximately November 10, 2025. The job coach plays a key role in providing training and support in school and at job sites for students with special needs, helping them to develop job skills, self-advocacy skills and good work habits in preparation for a successful transition to the working world.

Interested candidates must have the following qualifications:

- Strong interpersonal and communication skills
- Works well independently and in a team environment
- Flexible
- Professional demeanor
- Knowledge or experience in various work environment's preferred
- Ability to maintain strict confidentiality regarding assigned student(s).
- Ability to understand and follow written and oral instructions.
- Prior experience working with special needs students preferred

CLOSING DATE: Open until filled

COVER LETTER TO: Email cover letter and resume to:

Mr. Quentin H. Rueckert – (qrueckert@sharedservicesct.com)
Executive Director
Shared Services
94 Battistoni Drive
Winsted, CT 06098

Shared Services is an Equal Opportunity Employer and by policy does not discriminate against a person because of age, race, color, religion, sex, national origin, handicap or gender identity.

Posted: 09/11/2025