



## National Disability Rights Network

### Job Announcement

#### Disability Advocacy Specialist

#### Work Incentives and Employment Services

The [National Disability Rights Network](#) (NDRN) in Washington, D.C., seeks an **experienced person to work as a Disability Advocacy Specialist** to provide training and technical assistance **on employment services and benefits** to the nationwide Protection and Advocacy (P&A) System for persons with disabilities. The person will coordinate, assist, and provide training and technical assistance on Social Security Act work incentives, available employment services and supports for people with disabilities, and on a range of topics to overcome barriers people with disabilities face in the workforce. This staff position is critical for NDRN to support attorneys and advocates who assist Social Security Act beneficiaries to obtain, retain, regain, and advance in competitive integrated employment settings under the Protection and Advocacy for Beneficiaries of Social Security (PABSS) program.

Specifically, the Disability Advocacy Specialist will assist in training and technical assistance in the following areas:

- Social Security Disability Insurance (SSDI or Title II) and Supplemental Security Income (SSI or Title XVI) Social Security Act work incentive program rules.
- Public and private services and supports available to overcome barriers to work for beneficiaries of Social Security, such as the Ticket to Work program, American Jobs Centers, and other workforce systems including apprenticeship programs and workforce development.

- Health insurance, financial stability programs, ABLE Accounts, Employment Networks, and Medicare and Medicaid for those who seek out or wish to maintain employment.
- Strategies to assist Social Security beneficiaries overcome work barriers and obtain competitive integrated employment.
- P&A operations to effectively support and encourage employment efforts of clients eligible for advocacy services under the PABSS program.

### **Who We Are:**

[NDRN](#) is the nonprofit membership organization for the federally mandated Protection and Advocacy (P&A) Systems and Client Assistance Programs (CAP) for individuals with disabilities. The P&A System is collectively the largest provider of legal services to persons with disabilities in the United States. The System uses various means including mediation, negotiation, administrative complaints, and individual and systemic litigation to address a wide range of rights violations which impact persons with disabilities.

NDRN provides training, technical assistance, and legal support to the P&A/CAP agencies, which are in every state, U.S. territory, and for a consortium of Native American tribes. NDRN is also involved in legislative advocacy to create a society in which people with disabilities are afforded equal opportunity and are able to fully participate by exercising choice and self-determination.

### **Responsibilities of the Position Include:**

- Develop, coordinate, and conduct remote and in-person trainings to meet the needs of P&A legal and advocacy staff to enhance and expand their ability to protect the rights of persons with disabilities overcome barriers to employment. This will include using NDRN's new Learning Management System.
- Deliver direct technical assistance to support P&A attorneys and advocates implement PABSS funded work.
- Create, update, and maintain relevant training and technical assistance resources and participate in relevant on-line discussion forums and communities of practice addressing barriers to work for persons with disabilities.

- Support NDRN's PABSS Project Director and other program staff carry out NDRN's responsibilities under a training and technical assistance contract with the Social Security Administration.
- Participate in on-site or remote technical assistance events at individual P&A organizations, as necessary.
- Broker expertise among the P&A/CAPs and work with outside experts to promote the sharing of resources across the P&A/CAP Network on representing clients to overcome barriers to work.
- Develop and expand collaborations with federal agencies and other local, regional, and national advocacy organizations.
- Draft technical assistance and other materials regarding relevant regulations, policies, and practices designed to support the work of P&As under the PABSS program and to protect the rights of workers with disabilities.
- Collect, review, interpret, evaluate, and report on data related to P&A implementation of PABSS funded work.
- Assist with the development of reports required by the Social Security Administrations and participate in meetings, as necessary.

**Required Qualifications:**

- Strong and demonstrated knowledge of the Social Security Disability Insurance (SSDI) and Supplemental Security Income (SSI) programs, especially work incentive rules.
- Understanding of the employment services and supports available to people with disabilities seeking to return to or retain employment.
- Working knowledge of health insurance options, financial stability programs, ABLE Accounts, Employment Networks, and Medicare and Medicaid programs which support persons with disabilities.
- Experience in the creation or development of trainings, and/or in providing technical assistance on matters related to disability and employment.
- Proven effective training and presentation skills.
- Demonstrated commitment to disability rights, other civil rights, and social justice.

- Knowledge of, or experience assisting people with disabilities related to employment services and supports, employment rights, health care, or similar experience.
- Effective communication skills, including writing skills.
- Demonstrated interpersonal skills, including but not limited to sensitivity to other people and the ability to work cooperatively with others.

### **Preferred Qualifications:**

- Prior work with a P&A or CAP organization, Work Incentive and Planning Assistance program, and/or a non-profit service program addressing employment or disability rights.
- Experience in the development of on-line content for training purposes.
- In-depth understanding of state and federal services for people with disabilities related to employment.
- Experience assisting Social Security Act beneficiaries navigate SSDI and SSI work incentives programs.
- Experience presenting and training with large and small groups to convey specialized content to adult learners though in person and virtual means.
- Multi-lingual (which includes American Sign Language).

### **Location and Travel:**

**Location:** Washington, D.C. following a hybrid policy, however, NDRN will consider fully remote applicants for this position working outside of the Metro D.C. area.

If the candidate selected is from outside of the Metro D.C. area, the person will work remotely, compensated for travel to our office for onboarding purposes, company-wide strategic planning sessions, and annual conference. We provide technology to support your work.

The position requires some travel and occasional work on weekends.

## **Compensation and Benefits:**

NDRN offers a competitive salary, based on experience. Benefits include health plan; Flexible Spending Account; transit and parking benefits; 403(b) retirement plan; paid vacation and sick leave, and at least ten paid holidays.

The **salary range** for this position is \$62,000 - \$68,000.

## **How To Apply:**

**Submit a cover letter, resume, and salary requirements attention: David Hutt, Deputy Executive Director for Legal Services.** See closing date below for more information on NDRN's dates for reviewing applications.

**E-mail to: [LegalUnitPosition@ndrn.org](mailto:LegalUnitPosition@ndrn.org) (Subject: Disability Advocacy Specialist Position); or**

**Mail to: 820 First Street, NE, Suite 740, Washington, DC 20002.**

No phone calls please.

## **Closing date:**

Candidates will be selected for consideration **on a rolling basis beginning on November 1, 2023, until the position is filled.**

**No application will be considered after November 15, 2023.**

Candidates selected for an interview will be required to submit a writing sample.

## **Reasonable Accommodations:**

NDRN provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application or hiring process, please notify us at [hr@ndrn.org](mailto:hr@ndrn.org).

**NDRN is an equal opportunity/affirmative action employer, and we**

prohibit discrimination and harassment of any kind. We celebrate diversity and are committed to creating an inclusive environment for all employees. Qualified applicants will receive consideration for employment without regard to age, race, color, religion, sex, national origin, sexual orientation, gender identity, disability or protected veteran status.

**Persons from diverse racial and ethnic backgrounds, and persons with disabilities are strongly encouraged to apply.**