

**JOB TITLE:** Client Trainer - Generations Group**REPORTS TO:** Program Director**FLSA:** Non-exempt☒ Fulltime / ☐ Part Time**REVISION DATE:** September 2025**POSITION SUMMARY:**

The Client Trainer – Generations Group is responsible for facilitating community-based activities and skill development opportunities that enhance clients' social, educational, recreational, and employment growth. This position provides hands-on training and support tailored to each client's Person-Centered Plan, with a focus on fostering independence, communication, movement, and overall well-being. The Client Trainer actively engages clients in meaningful experiences, ensures safety and compliance with agency standards, and promotes inclusion through community integration and resource development.

ESSENTIAL JOB FUNCTIONS:

- Lead daily activities, providing direction and support to clients and staff.
- Design and implement curriculum focused on movement, memory, communication, and gross/fine motor skills.
- Deliver training aligned with each client's Person-Centered Plan and desired outcomes.
- Understand and apply requirements and technical specifications from funding sources.
- Identify and establish meaningful community resources and volunteer opportunities.
- Transport clients to and from community-based activities.
- Monitor and respond to clients' interests, strengths, and needs to ensure appropriate support.
- Enforce agency safety protocols and assist in emergency evacuations.
- Respond promptly to emergencies and report incidents to the Program Support Coordinator and Program Director.
- Complete and submit accident/injury reports within 24 hours.
- Maintain daily documentation of client support needs and attendance.
- Provide support in various group sizes: 1:1, 1:2, 1:4, 1:8, and 1:15.
- Assist with personal care tasks as outlined in client plans.
- Uphold client confidentiality at all times.
- Perform other duties as assigned.

THIS JOB DESCRIPTION DOES NOT CONSTITUTE A CONTRACT FOR EMPLOYMENT



JOB REQUIREMENTS:

- Valid driver's license in good standing
- Must pass pre-employment drug screen, physical, and TB testing.
- Ascend Services Insurance Carriers Vehicle Insurability Standards must be met to drive our vehicles or clients in your personal vehicle.

EDUCATION:

High School diploma or equivalent. Associates degree in Communication or Social Services field a plus.

EXPERIENCE:

Experience in rehabilitation field.

SKILLS:

- Strong leadership and organizational skills.
- Must possess effective verbal and written communication skills.
- Must demonstrate effective problem-solving skills.
- You must understand that serving others is a critical component of this position.
- Must be creative, community-minded and energized by a highly diverse and collaborative environment.
- Knowledge of and experience in computer operations.

SUPERVISORY RESPONSIBILITIES:

None

WORKING CONDITIONS:

- Ability to stand for extended periods.
- Must be able to lift up to 50 lbs. with assistance.
- Frequent walking, bending, squatting, twisting, and kneeling required.
- Must be able to safely transfer participants from wheelchairs.

Employee Print Name

Employee Signature

Date

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2818 Meadow Lane
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920-682-4663

Supervisor Signature

Date

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