

**Job Title:** Vocational Instructional Assistant

**Location:** Onsite at 9825 Businesspark Ave, San Diego, CA 92131 |

**Salary:** \$18-\$21

**Employment Type:** Full time and part time opportunities available

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## About NFAR – National Foundation for Autism Research

Established in 2003, NFAR is a local, mission-driven nonprofit dedicated to improving the lives of neurodivergent and autistic individuals. Our flagship event is the annual Race for Autism, and through our vocational training programs, we prepare and train individuals so they can gain competitive integrated employment. We are committed to making a positive impact on the lives of neurodivergent and autistic individuals, and we are looking for passionate professionals to join our team!

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## Position Overview

NFAR is seeking a highly motivated and energetic **Vocational Instructional Assistant** to work with our team and assist participants in the **NFAR Works program**. This program helps individuals gain essential skills needed for entry-level positions in various corporate environments, including office and light manufacturing settings. The Vocational Instructional Assistant will support copy center, factory, distribution and computer and Microsoft Office skill building.

As a Vocational Instructional Assistant, you'll play a key role in providing instruction, promoting positive work behaviors, and helping participants develop the skills necessary to succeed in the workforce.

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## Key Responsibilities

As a Vocational Instructional Assistant, your duties will include:

- Provide small group, and at times, one-on-one instruction to program participants, demonstrating tasks and guiding them toward mastery.
- Offer ongoing support and motivation, helping participants address issues related to employment, attendance, independence, and attitude.
- Record daily activities, track participant progress, and ensure tasks are completed effectively.
- Serve as a role model by demonstrating excellent work ethic, attitude, and professionalism.
- Work closely with Instructors and supervisory staff to report any issues and offer feedback on program effectiveness.
- Assist in the creation of program and instructional materials, and resources.
- Ensure a safe, supportive, and collaborative learning environment that encourages participant engagement and success.
- Ability to lift at least 25 pounds.
- Other related tasks as assigned

## Preferred Qualifications

- Experience working with the neurodivergent community.
  - Experience in job training, as a job coach/instructional aid or in supportive employment
  - A basic understanding of neurodivergence and autism, with cultural awareness and sensitivity to cognitive and socio-economic diversity.
  - Prior experience in industrial or office environments.
    - Familiarity with business operating systems (e.g., Microsoft Office Suite: Word, Excel, PowerPoint) and a willingness to learn new technology.
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## Benefits

- Medical, dental, and vision coverage (full time employees only)
  - Paid holidays, vacation time, and sick pay
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## Why Join NFAR?

At NFAR, you will have the opportunity to make a meaningful impact with the neurodivergent and autistic community, working alongside a dedicated and passionate team. This role provides a rewarding experience and the chance to develop professionally while contributing to a community – focused mission.

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**Interested?** Apply today and help make a difference in your community! Send your resume to [Nick.DeVico@nfar.org](mailto:Nick.DeVico@nfar.org)