



Assistant Clients' Rights Advocate 1

Office of Clients Rights Advocacy

Location: Sacramento (hybrid-home and office; Minimum 2 days/week in office)

Individuals who are d/Deaf or Disabled are encouraged to apply.

SALARY RANGE: \$25.64/hr. - \$30.22/hr.

We base salary and position offers on experience and an internal equity analysis.

EMPLOYMENT STATUS: Non-Exempt; Regular; Full time (37.5 hrs. week).

EXCELLENT BENEFITS Including 8% 401k Match, a language differential up to \$250/mo. Health (HMO and PPO options), dental, vision, basic life insurance, short-term and long-term disability insurance, and flexible spending accounts (medical, dependent care and commuter). Additionally, we offer ample vacation, sick/self-care leave and eighteen paid holidays (including the last week in December) and more..... We are a Public Service Loan Forgiveness (PSLF) - eligible employer.

Application Deadline: Open until filled. April 19th, 2024.

WHO WE ARE

Disability Rights California (DRC) defends, advances, and strengthens the rights and opportunities of people with disabilities.

DRC works for a world where all disabled people have power and are treated with dignity and respect. In this world, people with disabilities are supported, valued, included in their communities, afforded the same opportunities as people without disabilities, and make their own decisions.

DRC values all forms of human diversity. We are committed to a culture of belonging where all people are welcome. In order to be effective advocates for all people with disabilities, we must address discrimination in all its forms, including the unique challenges faced by people who experience the intersection of multiple systems of discrimination.

OFFICE OF CLIENTS' RIGHTS ADVOCACY

DRC has a contract with the Department of Developmental Services (DDS), State of California, to provide Clients' Rights Advocacy services for clients of each of the 21 regional centers located statewide. We are a team of zealous advocates and disability generalists who are building a culture of teamwork and working for a world where all disabled people have power, are treated with dignity and respect, and make their own decisions.

PURPOSE OF THE JOB

The ACRA assists and advocates for people with developmental disabilities who are regional center clients, including people who reside in state developmental centers and community facilities. The ACRA is primarily responsible for clerical and administrative support for the office, which provides information, advice, and representation on a wide range of legal topics impacting people who receive regional center services. Examples are special education, Social Security, IHSS, healthcare and insurance, and living in the community.

The ACRA works under the direct supervision of a clients' rights advocate and in collaboration with other OCRA advocates and attorneys in their advocacy and outreach efforts.

This position is in a location convenient to the regional center and is eligible for a hybrid schedule working both remotely and in-office. Currently the office is located at 1831 K Street in Sacramento. The ACRA may work remotely up to three days per week.

MINIMUM QUALIFICATIONS

Education and Experience

- High school diploma or general education degree (GED); plus 1 – 2 years related experience or training.

DESIRABLE QUALIFICATIONS

- Associate degree in a related field from a two-year college or technical school, OR Bachelor's degree in a related field from a four-year college or university, OR equivalent combination of experience and training.
- Able to communicate fluently and write effectively in Spanish or an Asian language, including the ability to interpret and translate.
- Knowledge of statewide resources available to people with developmental disabilities.
- Experience reviewing medical or educational records.
- Contacts with disability organizations and/or within disability communities.
- Experience with or extensive contacts in ethnic or language distinct communities.
- Experience providing training to a diverse range of people.
- Life experience as a person with a disability or direct experience as a caregiver of a person with a disability.
- Proficiency with Windows-based computer applications including Microsoft Office and case management software.
- Demonstrated experience and ability to work effectively with a variety of organizations and individuals with diverse perspectives, including people with disabilities, administrators, advocacy groups, and the public, and to maintain confidentiality in all matters.



Working at DRC is more than just a job - it is a rare opportunity to do what you are good at while making a difference! DRC offers competitive salaries and a generous benefit package. To view the detailed job description and complete the application process [here](#).