

Join Our Team as an ADHD Coach/Academic Strategist (Part-Time)

Are you passionate about supporting individuals with ADHD and learning disabilities to help them achieve their full potential? Do you have experience in education, psychology, or learning support? If so, we invite you to join the Learning Disabilities Association of Saskatchewan (LDAS) in making a meaningful impact in our community.

This part-time role (up to 29 hours per week) requires availability during the day from 9 AM – 4 PM for a minimum of two days per week.

About LDAS

LDAS is committed to helping individuals achieve financial stability, sustainability, and improved awareness of learning disabilities and ADHD. Through our work, we empower individuals to thrive and succeed in their educational and professional pursuits.

Position Summary

We are seeking an ADHD Coach/Academic Strategist to deliver individualized training and support to students with ADHD and learning disabilities.

The ADHD Coach/Academic Strategist will provide learning strategies, tutoring, and practical coping skills while helping clients develop organization, comprehension, study skills, and self-awareness.

The ideal candidate will work collaboratively with students to identify their strengths, address barriers, and develop actionable steps for personal and academic success.

Key Responsibilities:

- Educate and support clients using technology such as MS Teams and Zoom.
- Assess clients' needs and determine the most suitable channels of support.
- Introduce clients to available supports and resources.
- Work with clients to build awareness of their skills, strengths, and challenges, guiding them toward goal achievement.
- Assist clients in searching and applying for grants and funding for studies or assistive technology.
- Develop and implement personalized ADHD coaching, academic strategy, or employment-based action plans.
- Foster relationships with clients, support networks, employers, and other stakeholders.
- Deliver workshops to small groups, promoting strategies for success in education and independent living.
- Develop and coordinate individualized work experiences, including workplace tours and job shadows.
- Provide guidance to employers on job accommodations, job carving, and client support strategies.
- Monitor and document client progress, skill development, and goal achievement.
- Offer on-site support during work experiences, including job coaching and transportation training.
- Encourage workplace integration and natural supports for clients.
- Work collaboratively as part of a team to ensure the best outcomes for clients.
- Perform other related duties as required.

Required Skills & Knowledge:

- Knowledge of ADHD coaching strategies and learning support techniques.
- Proficiency in MS Office and ability to learn new software and applications.
- Knowledge of supportive technologies for individuals with ADHD and learning disabilities.
- Understanding of the challenges faced by individuals with ADHD and learning disabilities.

Key Competencies:

- **Accountability** – Takes ownership of tasks and ensures high-quality work.
- **Adaptability** – Responds effectively to unique situations and develops innovative solutions.
- **Collaboration** – Works effectively with others to achieve common goals.
- **Embraces Diversity** – Respects differences and promotes inclusivity.
- **Effective Communication** – Conveys ideas clearly and concisely.
- **Service-Oriented** – Provides exceptional support to clients and internal teams.
- **Interpersonal Skills** – Builds and maintains strong, trusting relationships.

Education & Experience:

- Bachelor's Degree in Education, Psychology, or a related field preferred.
- Certification as a Teacher, Learning Disability Specialist, or Learning Assistance Teacher is an asset.
- Psychology students (with training in Developmental, Educational, or Abnormal Psychology) are encouraged to apply.
- Experience working with individuals with ADHD and learning disabilities.

Additional Requirements:

- Valid Class 5 Driver's License and access to a reliable vehicle.
- Ability to provide a criminal record check and vulnerable sector check.

To apply please send your resume to careers@ldas.org by March 9, 2025. Only those shortlisted will be contacted.