

**REPORTS TO:** Disability Inclusion Manager

**DIRECT REPORTS:** N/A

**SALARY RANGE:** \$50,000 - \$60,000

### **Position Description**

Starkloff Disability Institute (SDI) seeks to hire a Disability Inclusion Consultant to develop and deliver its employer and community education programs.

The Disability Inclusion Consultant is responsible for guiding SDI's clients in strengthening their disability inclusion practices. This role provides expert consultation, training, and capacity-building support to promote more inclusive workplaces and programs. The consultant will work collaboratively with clients to assess current practices, identify gaps, and implement solutions that advance equity and accessibility for people with disabilities.

### **About Starkloff Disability Institute**

SDI's mission is to build inclusion where we live, learn, work, and play through disability-led programs that advance economic opportunity and transform lives. We work to help disabled people thrive by acting on both sides of the problem: (1) Empowering disabled individuals to succeed in their careers, and (2) partnering with companies and community partners to create more inclusive environments and practices. Our programs and events promote disability confidence and equip disabled individuals with the tools they need to thrive in the workplace. To learn more about SDI's mission, team, and programs, visit us at [www.starkloff.org](http://www.starkloff.org).

### **Core Functions**

- Design and deliver customized disability inclusion training for businesses, nonprofits, and community organizations.
- Conduct organizational assessments to evaluate accessibility, inclusive hiring practices, and workplace culture. Write comprehensive and detailed reports of findings from assessments.
- Provide strategic consultation to leadership teams on building sustainable inclusion policies and practices.
- Support the development and implementation of disability-inclusive recruitment, onboarding, and retention strategies.
- Advise on accessibility improvements across digital platforms, physical spaces, and communication materials.
- Facilitate focus groups, listening sessions, or stakeholder engagement efforts with employees and community members with disabilities.
- Develop tools, resources, and guidance documents to support ongoing learning and practice improvement.
- Track and report on engagement outcomes, recommendations, and client feedback.
- Stay informed of current trends, legislation, and best practices related to disability rights, accessibility, and inclusive employment.
- Supports efforts around hosting the annual Starkloff Disability Employment Summit.

### **Core Competencies**

- In-depth knowledge of the Americans with Disabilities Act (ADA) and disability-related accommodations and supports.
- Demonstrated ability to facilitate group training and deliver presentations to diverse audiences.
- Skilled at project management and executing consulting engagements.
- Ability to facilitate an engaging, informative presentation and/or training that captures an audience's attention.
- Familiarity with accessible technology, web accessibility (e.g., WCAG standards), or universal design principles.

### **Qualifications**

- Education & Certification:

- Bachelor's Degree required, preferably in disability studies, human resources, public health, social work, organizational development, or related field.
- Experience
  - Minimum 3–5 years of experience working in disability inclusion, accessibility, workforce development, DEI consulting, or related areas.
  - Previous experience conducting organizational assessments or program evaluations.
  - Lived experience with disability and/or experience working with or within diverse communities, including people with disabilities.

### **Culture Fit**

At SDI, we are an Equal Opportunity Employer and are dedicated to creating an inclusive and accessible environment where all individuals are valued and respected, regardless of race, color, ethnicity, religion, gender, sexual orientation, gender identity or expression, disability, veteran status, or other legally protected characteristics. We are committed to promoting diversity, equity, inclusion, and accessibility in all aspects of our work, and we seek candidates who share these values and are passionate about advancing our mission.

### **Compensation & Benefits**

- Salary range: \$50,000 - \$60,000
- Comprehensive health insurance, including medical, dental, & vision
- 3 weeks of Paid Time Off
- 11 paid holidays
- 401(k) retirement plan

### **Work Environment**

- Hybrid (based in St. Louis)
- In-person events throughout the St. Louis region.

### **Application Process**

To apply, please submit your resume and cover letter highlighting your relevant skills, experiences, and what interests you about Starkloff Disability Institute to [careers@starkloff.org](mailto:careers@starkloff.org).

SDI is committed to the highest standard of disability inclusion and accessibility, if you need any assistance or wish to request accommodations, please email [careers@starkloff.org](mailto:careers@starkloff.org). Example accommodations include ASL interpreters, extended interview times, or alternative interview formats.