Vacancy Posting

Position Title: Community Facilitator
Employment Status: Fixed Term Contract (6 months)
Hours of Work Schedule: 14 hours per week (Thursdays and Fridays)
Salary Range: Salary is commensurate on skills and experience
Benefits: Option to participate in HOOPP
Position Reports To: Jeff Dart, Manager, Health Promotion and Community Development Services
Director: Kimberly Lepine, Director, Health Promotion and Community Development Services
Primary Location: Oshawa

Organization – Quick Overview

Carea Community Health Centre is a recognized leader in redefining the experience of community-based health and wellness services. We provide access to high quality holistic and inclusive care that is responsive to the needs of the community and empowers individuals to enhance their own well-being. We hold these values equally: (1) Person Centered; (2) Inclusive; (3) Compassion; (4) Teamwork & Collaboration; and (5) Accountability & Reliability. These five core values embody who we are, how we work, and are fundamental to our culture. Every member of our team demonstrates their commitment to these core values in their everyday activities. These values steer our decision making, guide the delivery of care and services, and govern how we interact with our clients, partners, and each other. Carea will continue to focus on building its capacity to provide a full range of health and wellness services to clients of all-ages across Oshawa, Whitby, Ajax and Pickering.

Position Overview
Reporting to the Manager, Health Promotion and Community Development Services, the Community Facilitator works in partnership with Durham Children’s Aid Society (DCAS) and other community partners to build community capacity in the Glen Street community. The Community Facilitator practices the principles of client-centered services within the context of a self-directed and interdisciplinary team approach.

Key Responsibilities:
- Work with families to identify their interests and potential and ensure they have the appropriate support/services that will help them become more autonomous and increase quality of life.
- Develop, implement, monitor, and evaluate strategies and programs to meet the needs of parents, children and families in the community.
- Liaise and work in collaboration with other community groups, advisory committees and other individuals and organizations supporting parents/families in the area.
- Ensure all necessary paperwork; statistics, reports/evaluations, and other important information are communicated to your supervisor in a timely manner.
- Act as an advocate for centre clients by providing assistance/links to a variety of resources in the community.
- Work to develop positive relationships with key stakeholders, other organizations, parents and caregivers.
- To be a referral source to other agencies that are looking to connect families at-risk or are involved with Child Welfare or CAS, to our programs and services.
- Participate on health centre committees (i.e. Community Relations), as needed.
- Identify and seek support to act on opportunities for program and project improvements.
- Link with professional services to ensure families are receiving proper resources to specific needs as required in accordance with budget restrictions.
• Other duties as assigned.

Qualifications
• Bachelor’s degree in health sciences, social services, community development or equivalent.
• Progressive supervisory (budget, program, people and performance) experience preferably in health or social service setting, and across an interdisciplinary team setting.
• Proven research, evaluation, planning and risk management skills.
• Minimum of 2 to 5 years related experience, preferably within community health services setting.
• Proven communication, conflict resolution and negotiation skills with diverse stakeholders.
• Communication skills, including facilitation, public speaking and presentation skills.
• Proficiency with computer skills and experience (MS Office, database experience).
• Demonstrated organizational and time management skills.
• Proficiency in the use of computers and software applications.

Application Process:
  1) If you are interested in applying for this position, please submit your resume and expression of interest to recruiting@careachc.ca on or before September 16, 2019

Notes:
  1) The Agency is committed to transparent and merit based selection in all of its recruiting and hiring decisions. We embrace and celebrate our community’s unique multicultural heritage and diversity.
  2) This position is subject to the successful completion of the following pre-employment conditions for all external hires: Reference Checks; and Criminal Background checks (including Vulnerable Sector Screening). We welcome internal referrals and, depending on needs, may conduct an external search concurrent with internal posting. While we thank all applicants for their interest in applying, only those qualified and considered for interview will be contacted. All applicant submissions will be kept on file for six months, for future consideration.

Carea Community Health Centre is committed to complying with all applicable standards as set out in the Accessibility for Ontarians with Disabilities Act, 2005 (AODA), the provisions of the Ontario Human Rights Code, and any other applicable legislation.

Accessibility: If you have accessibility needs and require alternate formats or other accommodations please contact Paula Carter, Resource Development and Communications Manager at 905-723-0036, extension 1229, or by email to pcarter@careachc.ca. Carea Community Health Centre and staff are dedicated to creating an inclusive environment that welcomes diversity. Every One Matters! Every One is Welcome!