



## **FACILITATOR- Community Engagement Program**

Are you looking for a new opportunity within Lifetime Networks? Do you want to join a team with creative, positive people who are dedicated to working hard and making a difference?

### **Job Summary:**

As the Community Engagement Facilitator, you work with participants in our Community Engagement and Multiple Complex Needs Program facilitating access to outreach supports and community engagement opportunities. Your role ensures continuity of service to participants. Key components of this role include supporting individuals to meet their learning, inclusion, relationship and independent living goals, supporting the Community Engagement Team with participant activity programming and related administrative tasks.

The Community Engagement Facilitator is also partially responsible for on boarding new participants, training new support workers, and reviewing Person Centered Plans. This requires strong interpersonal skills, significant attention to detail.

### **Hours and Compensation:**

- Full-time, permanent
- 35 hours/week
- Rate of pay employee specific
- Benefits after successful probation review and six months employment

### **Working Conditions:**

- You will spend the majority of your time working with participants in the community – the remainder of your time will be spent in office
- You will need to be available for bi-weekly team meetings and regular meeting with Program manager
- Weekend or evening work may be required
- You will report directly to the Community Engagement Program Manager

### **Job Responsibilities Include:**

- Availability for on-call support shifts within your weekly schedule
- Managing hours to ensure you stay within a 35-hour workweek
- Supporting participants to access their community and achieve their daily living needs and goals.



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- Advocating with participants in support of their inclusion in the community
- Using positive behaviour supports at all times (including emergency situations) to ensure the safety of individuals, support team members, and community members
- Providing emotional support to individuals and monitoring their wellbeing
- Providing positive support and feedback
- Being a positive role model
- Liaising with Community Engagement Team, families, and community members as necessary
- Completing necessary reports (Communication Reports, CIRS, and referrals as required)
- Fostering a positive working relationship with co-workers

**Qualifications:**

- Post-secondary certification related to support for people with developmental disabilities or related experience
- Demonstrated ability to self-direct work and manage your own hours
- Experience supporting persons with developmental disabilities
- Class 5 Driver's License (access to a reliable vehicle preferred)

**Job Skills and Abilities:**

- Ability to network effectively in the community
- Ability to confidently adapt to new or changing situations
- Ability to confidently advocate for the people you support
- Open and available schedule to support the flexible nature of the program (some evening and weekend work will be required)
- Flexible and open to accommodating support needs that come up
- Ability to independently manage your schedule and organize multiple projects
- Effective written and verbal communication skills
- Ability to produce thorough reports in a timely manner
- Ability to demonstrate computer literacy

**Contact:**

To apply, please submit your resume and cover letter to Dylan Williams at [dylan@Lnv.ca](mailto:dylan@Lnv.ca) by May 30<sup>th</sup>, 2022

***LIFETIME NETWORKS IS AN INCLUSIVE AND DIVERSE EMPLOYER! We look forward to hearing from you.***