

REPOST

JOB OPPORTUNITY

Human Resources Department

POSITION: TEMPORARY COMMUNITY SUPPORT COORDINATOR - TIFS
(Expected duration of up to two years)

REGION: Central

Community Living Toronto, one of the largest agencies of its kind in North America, is a dynamic innovative organization committed to a vision of promoting a welcoming community. As a leader in the field, Community Living Toronto offers supports to over 6,000 individuals within an intellectual disability as well as support to their families, including residential and day support, assistance with employment, community support, early childhood services and respite.

QUALIFICATIONS:

University Degree or two years College Diploma in Social Services. Two to three years related experience in facilitation, skill building, independent living readiness, community development, working with families, advocacy and networking. Knowledge and comfort in the use of computer tools and Microsoft Office applications. Use of a car an asset but not required.

JOB SUMMARY:

Reporting to the Program Manager, the Community Support Coordinator – TIFS Toronto is part of a team of community support personnel in the region. The role of the CSC – TIFS Toronto is to assist and support individuals with an intellectual disability (and their families) to build skills and readiness in preparation for a future opportunity to live independently with supports. The CSC- TIFS Toronto provides leadership and facilitation of skill building for independence, community development and person-directed practices. They are also responsible for assisting in identifying and developing goals for semi-independent living readiness and then facilitating development of goals, skills, and person directed plans.

RESPONSIBILITIES:

Reporting to the Service Development Manager, this position is responsible for:

- Recruitment & Intake: promote the TIFS Toronto program to individuals, families and community partners; collect and complete all necessary documentation for intake into program.
- Self-assessment & Goal Development: in partnership with families and individuals living at home, facilitate self-assessment readiness for independent living, develop goal plans and identify support needs; ongoing review of tools for skill development throughout program participation.
- Providing liaison/consultation on behalf of individuals/families for CL Toronto, MCCSS and community programs; providing support to the process for individualized dollars from consultations to service delivery.
- Program Development: creation of specific learning scenarios to correlate with individuals' abilities and goals to increase independence skills; researching community supports pertaining to individual goals and program.
- Facilitation: deliver programming (1-1 or small groups) using a variety of methods – able to adapt style based on needs of individual or group; support the development of networks of support for individual and family.
- Documentation & Communication: maintaining all necessary documentation, completion of reports as required, maintaining open communication with individual, family, community partners and all other stakeholders.
- Promoting best practice around inclusion and person centered approaches.
- Assuming specific responsibilities or full case coordination as indicated.

HOURS OF WORK: 37.5 hours per week.

TO APPLY:
SEND YOUR COVER LETTER AND RESUME TO:

Careers@cltoronto.ca

PLEASE QUOTE JOB POSTING #E18-191

When required, accommodations for disabilities will be provided, on request.

We thank everyone for their interest in Community Living Toronto; however only applicants with the necessary qualifications, experience and education will be contacted for an interview.