



SUMMER JOB OPPORTUNITY

POSITION: Travel Training Instructor, DiscoverMyRoute program (DMR), 2 positions available

CONTRACT LENGTH: 4 months

START DATE: Immediately

SALARY: \$14/hr including 5% in lieu of benefits

WORKING HOURS: Flex hours, average of 37.5 hours per week- Monday to Friday

Job Summary:

The DiscoverMyRoute Instructor is accountable to the DiscoverMyRoute Coordinator and the Director of Resource Development and Marketing of Community Living Toronto. Their role is to facilitate the successful execution of the DMR fee for service program:

- Provide in-class and one to one field instruction to students
- Assist with recruitment of program applicants
- Complete intake assessments for incoming program applicants
- Record all data necessary to the program
- Provide advice and guidance on all aspects of implementing the DMR curriculum
- Provide high quality customer service to program participants and their caregivers
- Attend any additional training programs that will assist and improve the operations of the DiscoverMyRoute Program
- Attend any relevant training with the intention of improving knowledge and gaining new information to aid in the delivery of DMR
- Provide verbal and written reports, as required
- Other duties as assigned

Reporting Relationships:

The DiscoverMyRoute Instructor reports to the DiscoverMyRoute Coordinator and the Director of Resource Development and Marketing of Community Living Toronto

Job Qualifications:

The position requires a person between 15 and 30 years of age as of the start date of their employment. Experience supporting people with an Intellectual or Developmental Disability and current certification in First Aid and CPR are also required.



Required Knowledge, Skills and Attitudes:

1. Knowledge

- Awareness of the needs of people supported in Developmental Services
- Experience using public transit

2. Skills

- Excellent communication skills, both verbal and written
- Excellent time management skills and ability to work with a minimum of direction
- Excellent computer skills

3. Attitudes

- Willingness to take direction, be flexible and work in an assistive capacity with the DiscoverMyRoute Instructors, Coordinator and others involved in the program
- Appreciation and respect for the validity of individual experiences and perspectives
- Commitment to collaborative approaches

TO APPLY:

Please email a copy of your resume and cover letter to Eric Laimer at elaimer@cltoronto.ca with the subject line containing "Travel Training Instructor, DiscoverMyRoute".

When required and upon request, accommodations for disabilities will be provided.

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