



Vision of Hope Resource Centre

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August 17, 2020

POSITION SUMMARY

Position Title : Social Service Worker

Job Bank no. : 2020-02

Accountability : Executive Director

Qualifications: A degree in (Social Work) or a Diploma in Social Service Work and/or (1) year experience in community development or working with seniors in the community. The incumbent must have Strong oral and written communication skills & a solid proficiency in computers and programs and virtual applications required .

Position Summary :

In compliance with the organization's mission, vision , strategic goals and operational procedures , the Community Worker is responsible for the planning ,coordinating and delivery of weekly/seniors program. This position support the social ,health and well- being of seniors; by providing resources, information and computer training to diverse group of seniors.

Responsibilities:

- The successful candidate will be a self-motivated individual who demonstrates initiative, has excellent organizational, multi-tasking and problem-solving skills.
- You will possess excellent communication skills, as well as a proven ability to build rapport and liaise with other agencies and community partners.
- Applicants must be willing to work both onsite & or in a virtual environment in order to support the (senior) clients.
- Applicants must manage and provide 'case management' to (30-40) seniors living in the Brampton area.
- Applicants must use creativity & deploy a variety of mediums to engage with the clients.
- The successful candidate must meet with each of their clients in person or through email or virtual platform (1x) a week for a minimum of (15) minutes.
- Candidates must address the immediate needs of their clients & will help to facilitate the delivery of (food baskets & or medication) as needed.
- The candidate must use creativity and facilitate weekly activities & or supports for seniors based on the program objectives and outcomes if needed.

- Use collaboration and community development principles when implementing activities to develop and strengthen alliances with community stakeholders and partners to support this seniors program.
- Develop an outreach action plan to target seniors from various cultural groups who are isolated
- Submit monthly stats and progress reports to the Executive Director/supervisor relating to the care and treatment of each client
- Monitor outcomes and do ongoing program evaluations
- Maintain ongoing communication with supervisor, via supervision, phone, email or virtual platforms.
- Candidates must also be willing to meet with others involved in the program when needed or as required.

Other

- Able to prioritize work /commitments to meet critical deadlines
- Candidates must have their own transportation with a minimum of a G license & have a good driving record.
- Demonstrate readiness to take on new assignments and responsibilities as the work is required
- Second Language (Punjabi and Urdu is an asset).

APPLICATION CLOSING DATE: **September 11, 2020 @ 5:00p.m.**

Vision of Hope Resource Centre is an equal opportunity employer

Forward your resume quoting position title to

Hiring Committee vision of Hope Resource Centre

Email: visionofhoperc@gmail.com.ca