



DATE: May 16, 2019

JOB POSTING

Please post the following employment opportunities in your office and/or pass along to any candidate you may feel would be interested. This posting can also be viewed on our website www.commcare.ca

Hospice Service Coordinator

Full Time Position – (35 hours per week)

Reporting to the Regional Hospice Program Coordinator, and working as part of the staff team serving Northumberland County; assists in the coordination of a high quality hospice palliative care program, providing case management to clients, family members and caregivers, participates in volunteer recruitment, training, placement, support and evaluation, assists in the development of new programs responsive to client/volunteer needs and assists in the promotion of the program and agency.

Qualified applicants must possess the following:

- Post Secondary Diploma in a related field or equivalent combination of education and experience.
- Minimum of one year direct or three years related experience
- Completion of a 30-hour hospice volunteer training course with an accredited hospice organization will be considered an asset
- Demonstrated understanding of hospice philosophy of care and values
- Demonstrated knowledge of community-based end of life care
- Knowledge of supervising and supporting volunteers
- Excellent verbal and written communication skills
- Computer skills in MS office and data bases
- Group facilitation skills and/or adult education skills
- Demonstrated ability to work well independently and as part of a team
- Knowledge of hospice palliative and bereavement care sector
- Valid driver's license and access to a reliable vehicle.
- Ability to work flexible hours
- Criminal record check with a vulnerable sector screening is required.

For more detail on this position and required qualifications please download the Position Description found on our website: www.commcare.ca

Interested applicants please email resumes by June 7th 2019 to:
Cheryl McFarlane @ c.mcfarlane@commcare.ca