



## WoodGreen Community Services *Job Posting*

### Our Vision:

A Toronto where everyone has the opportunity to thrive

## *Home Visitor Competition #2019-51-CC*

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<b>Employment Type:</b>	Part-Time, Bargaining Unit
<b>Work Hours:</b>	23 hours/week
<b>Salary:</b>	E1 - \$19.26/hour
<b>Application Deadline:</b>	Open until filled. Resumes will be reviewed upon receipt.

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### Who We Are

A United Way Anchor Agency, WoodGreen combines significant scale and a proven track record with an entrepreneurial mindset, continuously seeking and developing innovative solutions to critical social needs.

Now in our 81<sup>st</sup> year, we are one of the largest social service agencies in Toronto, serving 37,000 people each year. We're a group of diverse individuals who value respect, excellence, compassion, integrity, and team work.

Visit [www.woodgreen.org](http://www.woodgreen.org) to learn more about who we are and what we do.

### Program Overview – Parent Outreach Program, Community Care

The Parent Outreach Program provides an in-home teaching program to parents of children with a developmental disability. All Home Visitors, being parents of children with a developmental disability, have an intimate knowledge of the day to day issues faced by other parents in raising their child with a developmental disability. The goals of the program are: to teach parents how to teach their children at home, to coordinate efforts with classroom teachers, and to help parents obtain other services within their community.

### What You Will Do

- Provide support and training to parents of children with developmental delays in their own homes on a weekly or biweekly basis.
- Develop and deliver programs to parents that are designed to increase their child's life and self-help skills.
- Help parents to develop skills in assessing their child's abilities, setting specific behavioural objectives, breaking down behaviours into teachable steps, and rewarding positive behaviour.
- Provide parents with accurate information about community resources.
- Visit classroom teachers on a bi-weekly basis to discuss home teaching goals and strategies.
- Attend case conferences, school board IPRCs as necessary where support is beneficial to both the child and the parent.
- Co-ordinate and attend Parent Share meetings.
- Complete and compile child files to monitor activities during home and school visits, measuring progress and filing daily reports.
- Set up and maintain a personal and efficient work schedule for conducting home and school visits, record keeping, and data submission within the time limits of the position.
- Ensure the anti-racism objectives and community development principles of the organization are achieved within the program.

### What You Bring to the Team

- Secondary School or equivalent.

### What Will Set You Apart

- Must be a parent of a child with a developmental disability living with them at home.
- One-on-one interviewing and supportive engagement skills.
- Demonstrated interpersonal skills.
- Good listening skills.
- Knowledge of social service and community resources specifically within the developmental service sector.
- Knowledge of the school and day care systems as they relate to children with special needs.
- Knowledge and sensitivity to issues of marginalized populations.
- Must have a valid driver's license. Access to a car is an asset.
- Good documentation skills.
- Good verbal and written English language skills.
- Strong organizational skills and ability to function under minimal supervision.
- Computer skills in Windows and MS Word.

### Why You'll Want to Work With Us

At WoodGreen you will be part of an amazing team that does amazing things for our community.

We offer:

- ✓ Competitive salary/excellent benefits for full-time, contract (1+ year), and PSW employees
- ✓ Ongoing training and opportunities for career advancement within the organization
- ✓ Formal staff recognition and appreciation programs
- ✓ Access to group discount programs and purchases

### To Apply

Submit your resume and cover letter, **quoting the competition # in the subject line**, as follows:

<b>WoodGreen employees ONLY to:</b>	hrjobs@woodgreen.org
<b>External applicants to:</b>	gclarke@woodgreen.org

*WoodGreen is an equal opportunity employer. We are committed to providing an inclusive and barrier-free selection process and work environment. If contacted in relation to an employment opportunity, please advise our HR representative at [hrjobs@woodgreen.org](mailto:hrjobs@woodgreen.org) of the accommodation measures required. Information received relating to accommodation will be addressed confidentially.*