

Hope House is seeking a compassionate & qualified individual to join our client-focused care team as

COORDINATOR OF BEREAVEMENT PROGRAMS

Permanent Full-Time (35 hours/week)

HOPE HOUSE COMMUNITY HOSPICE (Hope House): Our professional Staff and dedicated volunteers provide innovative, personalized compassionate support – at no cost – to people diagnosed with a life-threatening illness, their families and caregivers and those who are bereaved.

POSITION SUMMARY:

The Coordinator of Bereavement Programs leads the planning, development, implementation, evaluation and administration of Hope House’s bereavement support programs.

RESPONSIBILITIES:

- Provide intake and assessment of clients (children, youth, adults & families), establish and monitor collaborative care plan
- Oversee, develop, implement and evaluate innovative volunteer-facilitated programs and services
- Support bereavement group and bereavement companionship volunteers
- Work closely with Coordinator of Volunteers to facilitate bereavement volunteer training, orientation and placement
- Develop &/or provide educational/resource materials for clients, volunteers and community
- Collaborate with other service providers to provide a continuum of services for our bereavement clients and families
- Provide short-term supportive counselling as needed

QUALIFICATIONS:

- University degree or equivalent education and experience in a regulated profession including social work, psychology, psychotherapy, or equivalent with expertise in the area of bereavement support
- Registration with Professional College
- Training &/or experience in Grief and Bereavement is an asset
- Valid Drivers License and access to a vehicle for the purposes of business travel.

SKILLS & EXPERIENCE:

- At least 2 years of experience in hospice palliative care or related field
- Strong assessment and evaluation skills along with sound judgement and decision making skills, with the ability to plan, organize and implement both proactively and responsively.
- Experience in community setting working with children, youth, adults, families and volunteers
- Exceptional communication and interpersonal skills
- Ability to work unsupervised exercising a high degree of discretion and independent judgement

- Outstanding organizational, time management, and problem solving skills
- Flexible schedule to accommodate occasional evening and weekend work

REMUNERATION:

Based on experience

HHCH thanks all applicants for their interest in advance however, only those selected for an interview will be contacted. No phone calls please.

HHCH is an equal opportunity employer and encourages applicants from equity seeking groups. HHCH is committed to providing reasonable accessible employment practices that are in compliance with the Accessibility for Ontarians with Disabilities Act (AODA). If you require accommodation for disability during any stage of the recruitment process, please indicate this in your cover letter

Please forward resume & cover letter to: Heidi Bonner, Executive Director
Hope House Community Hospice
Email: careers@hopehousehospice.com

Deadline for submission:
Will remain open until filled.

OUR VISION: A COMMUNITY WHERE NO ONE JOURNEYS ALONE THROUGH ILLNESS OR LOSS.