



## Employment Specialist

**posAbilities** assists persons with developmental disabilities to lead meaningful and healthy lives by partnering with the community to provide a comprehensive range of person-centered services for individuals and the families who care for them.

We currently have an opportunity for a full time 37.5 hours, term position, Employment Specialist working in the Greater Vancouver Area. This position is temporary, currently projected to end February 2015.

The Employment Specialist coordinates the gradual and thorough transition of persons served to competitive employment. This includes employment counseling and support, needs assessments, vocational evaluations, employment preparation, training, placement (which may include job development) and orientation, and referral to community resources and support services.

This position is based at the Employment Services location in New Westminster; however, travelling to locations throughout the Lower Mainland to meet with participants and employers is required. It is expected that the majority of time in this position will be spent out in community job developing and making cold calls to potential employers.

This position requires scheduling flexibility and the demonstrated ability to obtain and maintain relationships through community marketing.

### Requirements:

- Diploma (from a recognized university or college) in Career Development, Supported Employment, or Vocational Rehabilitation, or applicable undergraduate degree in Social Services or Adult Education.
- Minimum three to five years experience working with people with developmental and/or physical disabilities.
- Experience in job placement, specifically working with persons with disabilities.
- Knowledge of local labour market trends and employment opportunities in the Lower Mainland
- Knowledge of the local community's resources and services including services provided in the Community Living Field
- A strong commitment to ensuring that the rights of people with developmental disabilities and other stigmas, living and working in the community are protected and respected.
- Demonstrated ability to work within a team setting, with an emphasis on leadership, self-initiative, patience, maturity and tact.
- Demonstrated ability to communicate and liaise with families, and professionals

- Excellent written and verbal communication skills

**MUST HAVE**

- Excellent organizational skills
- Computer literacy including use of Microsoft Word, Excel and Access
- Mandt System Training (can be provided by posAbilities after hire)
- Valid Class 5 BC driver's license, clean driving record, reliable vehicle with business insurance and 3,000,000 third party liability
- Current level B or C CPR and Community Care First Aid Certification
- Current TB Test, Criminal Record Check for Children and Vulnerable Adults

The Employment Specialist is part of the Collective Bargaining Unit and is accountable to the Employment Program Manager.

We offer a competitive starting wage plus excellent benefits.

Interested parties visit <http://www.posabilities.ca/careers/apply-now> to apply.

Please note, while we would like to connect with everyone interested in this position, only applicants chosen for interviews will be contacted.