



... *Every Child and Youth living life at their full potential.*

At Grandview Kids, we provide family-centred paediatric assessment, treatment, rehabilitation services and specialized programs, services and supports to children and youth with communication, physical and developmental needs and their families. We are dedicated to inspiring possibilities, fostering development, growth and personal achievement for the children and youth, their families and for our staff members. Our team-oriented approach supports our staff to collaborate, share ideas, and work with a variety of professional disciplines in a stimulating environment with an exceptional variety of opportunities in the field of paediatric rehabilitation.

The next three years will be a period of unprecedented growth as we work on a major capital expansion for our new facility.

If you are looking for a position that offers personal and professional rewards, a once in a lifetime expansion project and makes a real difference and impact the lives of others, then Grandview Kids is the place for you! We are excited to now begin accepting applications for the following position:

Family Engagement Program Assistant - Ambassadors

- *Part time - 22.5 hrs/wk - may be occasional evenings and weekends*
- *Contract May 2021 to March 31, 2022*

Under the joint supervision of Director, Strategic Communications, Partnerships and Engagement, and Executive Director, Grandview Kids Foundation, and reporting to the Family Engagement Program Manager, the Family Engagement Program Assistant – Ambassadors is responsible for identifying and recruiting clients and caregivers to service as volunteer Ambassadors through telling their stories about their experience(s) at Grandview Kids. This position participates on advisory councils and committees within and outside Grandview Kids, providing feedback from the parent/caregiver perspective, and draws from lived experience as a parent/caregiver, working closely with other members of the Family Engagement team; maintains communication with all other staff members; participates in education; maintains a safe work environment; participates in Grandview Kids Quality Improvement Program (QIP); and carries out other duties as assigned.

Specific responsibilities include but are not limited to:

- Actively seeking out clients, caregivers and families who are willing to share their experiences with and on behalf of Grandview Kids, ensuring:
- Availability of an adequate number of Ambassadors to meet specified diverse needs
- Ambassador engagement through involvement in events and regular communications
- Appropriate consent forms are completed and maintained for the release of stories, photos and videos
- Update stories and photos regularly(annually/more often as required) and maintained in a shared database
- Coordination at events as requested, including helping Ambassadors prepare remarks, arranging rehearsals, etc.
- Maintenance of an online support/training program for Ambassadors
- Track activities and concerns, address and provide individualized support to families using a solution-ocused approach
- Strict confidentiality is observed at all times.

Qualifications:

- Post-secondary education within communications, marketing, journalism, English or a related field
- Well-developed verbal, non-verbal and written communication skills
- Working knowledge of both Grandview Kids and community resources in the region.
- Knowledge of photography and experience coordinating photo-shoots and other media activities
- Exceptional writing skills, with demonstrated experience writing speeches.
- Ability to effectively communicate with varied populations and demonstrate an understanding of cultural diversity influences on health, beliefs and behaviours.
- Excellent computer skills (Microsoft Word, Excel and PowerPoint) and application of technologies to respond and communicate with families demonstrating comfort with social media and publishing technology (Facebook, Instagram, Twitter)
- Good time management, observation, organizational and interpersonal skills
- Ability to work effectively within a multi-disciplinary team and independently

You have an understanding of the services of Grandview Kids and demonstrated lived experience caring for a child with communication, physical, and developmental needs. You have experience offering advice and support to families in a mentoring capacity, a deep commitment to family-centred care and a passion for working with others to support children to achieve their personal best.

You are able to work flexible hours in support of events, meetings 1:1 family sessions, workshops, and meetings that may fall outside of the typical work hour framework. You have a driver's license and access to a reliable vehicle.

Please forward your resume and clearly state "Family Engagement – Ambassador" Job 21.49 by May 10, 2021 at 5:00 pm to:

Grandview Kids' Human Resources
600 Townline Road South
Oshawa ON, L1H 0C8
Website: www.grandviewkids.ca
E-mail: careers@grandviewkids.ca

Grandview Kids aims to be deliberate in our consideration of diversity, defined as differences in race, colour, place of origin, religion, immigrant and newcomer status, ethnic origin, ability, sex, sexual orientation, gender identity, gender expression, and age. Recognizing and valuing diversity and equity must be accompanied by concerted efforts to ensure the inclusion of diverse and underrepresented populations, meaning that individuals must be and feel valued, respected and equally supported. We invite applicants in the above defined areas to apply.

Grandview Kids is committed to complying with all applicable standards as set out in the Accessibility for Ontarians with Disabilities Act, 2005 (AODA). If you have accessibility needs and require alternate formats or other accommodations please contact us.

We thank all applicants. Only those selected for an interview will be contacted.