



Job Posting

Watch the ASL version [here](#).

Title: Community Service Worker

Location: Vancouver, BC

Position Status: Full-Time, 35 hours per week, Contract Position (8 weeks)

Reports to: Acting Head of Counselling

ABOUT THE OPPORTUNITY

This position is funded by the [Canada Summer Jobs Program](#) which provides quality work experiences for youth to develop and improve their skills. To be eligible, applicants must:

- be between 15 and 30 years of age at the start of the employment;
- be a Canadian citizen, permanent resident, or person to whom refugee protection has been conferred under the Immigration and Refugee Protection Act for the duration of the employment; and,
- have valid Social Insurance Number at the start of employment and be legally entitled to work in Canada in accordance with relevant provincial or territorial legislation and regulations.

Position Summary:

The Community Service Worker provides administrative and technology support to the Counselling Department, working along with the Better at Home Seniors Outreach program, WorkBC Employment Services program and Technology program to assist Deaf, DeafBlind and Hard of Hearing clients.

Work Performed:

- Promotes awareness of the programs and services available to the community
- Database management, technology support and administrative tasks
- Contributes and participates in project and community development activities
- Completes reports in accordance with program policies and guidelines
- Mentors seniors with community activities
- Supports the acquisition of new concepts and skills

ABOUT YOU, THE CANDIDATE

Education and Experience:

Bachelor's Degree, diploma or certificate in relevant social services, community development, disability, technology or an equivalent combination of education, training and experience will be considered.

Qualifications:

- Advanced computer and iPad skills, including basic troubleshooting capabilities
- Ability to comfortably communicate with team members, including relaying briefs, and connecting weekly tasks to larger goals

- Knowledge of Deaf, DeafBlind and Hard of Hearing barriers and communication needs
- Professional demeanor with the ability to build rapport with the community and service providers
- Experience working with diverse client populations with the ability to serve clients across all socioeconomic and cultural backgrounds
- Ability to work collaboratively with team members
- Must be self-motivated and flexible with the ability to multitask, take initiative and work independently and effectively, under pressure, with minimal supervision
- Strong organizational skills with attention to detail in order to meet tight deadlines
- An interest in working with Deaf, DeafBlind and Hard of Hearing individuals, and seniors
- The successful candidate will be required to provide a current and satisfactory Criminal Record Check and Vulnerable Sector Search
- Wavefront Centre for Communication Accessibility is a bilingual environment (ASL/English), fluency in American Sign Language is an asset, but not mandatory, for this position

ABOUT WAVEFRONT CENTRE FOR COMMUNICATION ACCESSIBILITY

Established in 1956 and trusted for over 65 years, **Wavefront Centre for Communication Accessibility** (operating name for Western Institute for the Deaf and Hard of Hearing) is a BC based, charitable non-profit organization. Wavefront Centre serves over 16,000 Deaf and Hard of Hearing clients each year by delivering innovative services in the areas of Audiology, Counselling, Seniors Outreach, Accessible Communication Services (Interpreting and Translations), Communication Devices and Clinical Research to help clients achieve full communication accessibility.

Hours of work:

The typical hours of work are 9:00am to 5:00pm, Monday to Friday.

CLOSING DETAILS

Contact: Marco Chiaramonte, Acting Head of Counselling

Email cover letter and resume to: marco.chiaramonte@wavefrontcentre.ca

Please email your cover letter and resume as a PDF.

Application Deadline: The position will be filled as soon as a suitable candidate is found.

Wavefront Centre for Communication Accessibility will provide accommodation, accessible formats and communication supports for the interview upon request. Wavefront Centre is committed to creating a diverse environment and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.