

The West Elgin Community Health Centre is currently seeking a:

## Life Enrichment Program Lead Community Support Services

FULL-TIME VACANCY  
37.5 hours a week  
flexible schedule to include  
evening hours

### ABOUT US:

The West Elgin Community Health Centre is part of a strong network of community health centres across the province. Together we commit to providing health and social services that are accountable, accessible, efficient and governed by the community.

Our team provides primary health care, illness prevention and health promotion services, as well as a range of community programs primarily to the residents of Dutton Dunwich and West Elgin municipalities. Our diabetes services are open to anyone and are offered at multiple locations in Elgin County.

We believe that housing, education, food and the environment all play a role in health and well-being.

We also believe that language, literacy and poverty should not get in the way of receiving great care.

[wehc.on.ca](http://wehc.on.ca)



# JOIN OUR TEAM



The Life Enrichment Program Lead supports the Community Support Services for Seniors and Adults with Disabilities (CSS) programs at West Elgin Community Health Centre.

### PRIMARY RESPONSIBILITIES:

- Plan and provide support to a variety of programs for seniors and adults with disabilities including Meals on Wheels, congregate dining, visiting programs and transportation services.
- Supervising and managing program specific volunteers as well as education, information and training.
- Assist the Volunteer Coordinator in volunteer recruitment, orientation, training and on-going support including conflict resolution, providing assistance with the development of retention activities and strategies, scheduling and back filling of volunteers.
- Support the Volunteer Coordinator in activities related to marketing, public relations and fundraising. Administrative duties as required.
- Be aware of and work towards the achievement of CSS performance indicators and outcomes as identified in the Accountability Agreements, the Centre's Strategic Plan and team workplan.

### QUALIFICATIONS:

- Post-Secondary degree, diploma or certificate in a field related to seniors and/or adults with disabilities.
- Minimum of two years' experience working with seniors and/or adults with disabilities in a community setting.
- An understanding of the rural community and barriers to service.
- Experience working with Community Support Services agencies in the community.
- Verification of full Covid-19 vaccination status or verified medical exemption and vulnerable sector police check required.

### APPLY TODAY!

Applications accepted until **January 17, 2022**  
Candidates invited to interview will be contacted

Send Resume by mail or e-mail to:  
Debra Auterhoff, Human Resources  
[DAuterhoff@wehc.on.ca](mailto:DAuterhoff@wehc.on.ca)  
West Elgin Community Health Centre  
153 Main Street, West Lorne, ON N0L 2P0

*The Centre is an equal opportunity employer and all applicants are welcome. We thank all candidates for their interest, however, only those selected for an interview will be contacted. Individuals who require accommodation during the application and/or the interview process should advise the recruitment contact so arrangements can be made.*