

The West Elgin Community Health Centre is currently seeking a:

## Resilient Communities Fund

### - Digital Navigator

**CONTRACT EMPLOYMENT  
(to December 31, 2021)**

*5 days a week  
37.5 hour work week  
flexibility for evening work as required*

## 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.

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



**West Elgin  
Community  
Health Centre**

# JOIN OUR TEAM



The Resilient Communities Fund - Digital Navigator assists with the objectives and activities identified in the Resilient Communities Grant submission including the development and implementation of virtual programs for the identified client population, coordination of community-wide food insecurity initiatives with a focus on sustainability and engaging, recruiting and training volunteers.

### Qualifications:

- \* Experience organizing educational and training events preferably related to technology, seniors and adults with disabilities.
- \* Ability to work with minimal supervision including setting and monitoring goals and targets.
- \* Excellent communication skills both oral and written.
- \* Ability to work well under pressure and ability to resolve issues diplomatically.
- \* Ability to manage several projects at once with strong multi-tasking skills.
- \* Proficiency in the use of computers and various software applications.
- \* Post-secondary degree or diploma relating to recreation, geriatrics, social work or healthcare or equivalent work experience.
- \* A police record check with vulnerable sector is required.
- \* Food Handler's Certificate required.

### Primary Responsibilities:

- \* Deliver a virtual training program to clients who lack experience with technology including distributing tablets to individuals who are home-bound and teaching them how to use the tablets.
- \* Recruit, train and engage interested volunteers to assist with the technology training program.
- \* Design and promote, with the assistance of recruited and trained volunteers, the implementation of new virtual programs such as bingo and trivia and other programs of interest as identified by clients.
- \* Lead a variety of other initiatives revolving around virtual and food programming including the coordination of large community wide meals delivered to homes on a monthly basis (already running as "Soup's Out").
- \* Ensure there are always grocery gift cards and pantry items on hand for clients in crisis.
- \* Receiving and storing food donations onsite and distributing meals and grocery items to community members in need.

## APPLY TODAY!

**Applications accepted until June 29, 2021 4:30 p.m.**

**Candidates invited to interview will be contacted**

Send Resume by mail or e-mail to:

Debra Auterhoff

[DAuterhoff@wechc.on.ca](mailto:DAuterhoff@wechc.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 requiring accommodation during the application and/or the interview process should advise the recruitment contact so arrangements can be made.*