

Date Posted: May 9, 2023	Application Deadline: May 15, 2023
Position: Social Outreach Worker	Status: PPT
Reports To: Manager of the Diverse Seniors Support Service Unit	Posting Number: JFS 23 009

Mission of the Diverse Seniors Support Services Unit

To help the vulnerable diverse senior population retain autonomy and stay active in the community. The programs and services available offer support, information, and resources to multicultural seniors.

Position Summary

Reporting to the Manager of the Diverse Seniors Support Service Unit the Social Outreach Worker will be responsible for providing social and recreational programs and services to seniors living in the community.

This position is part time (**31 .5 hours per week**) and based at Southeast Ottawa Community Health Centre.

Benefits

- 15 days vacation in first year prorated to your start date and FTE.
- 10 days Personal Time Off prorated to your start date and FTE after 3 months of employment.
- Various Jewish Holy days off
- Health and Dental Benefits plan
- Hybrid work environment
- Employer RRSP after one year of employment
- Use of gym facilities
- Flexible employer

Qualifications/Experience

- Post-secondary education in Gerontology, Social Service Work, Social Work, or Recreation
- Minimum 2 years' experience with program facilitation
- One year experience working with vulnerable clients and/or families
- Fluent in Arabic and English
- Specific training in aging issues and seniors programming
- Comprehensive knowledge of multicultural issues and aging as well as knowledge of available community services/supports
- Proven experience in facilitating social programming
- Strong organizational and time management skills.
- Strong interpersonal skills and an ability to cope in stressful situations
- Ability to work independently and professionally, as well as in a team environment with strong problem-solving skills
- Working knowledge MS office suite

- Legal eligibility to work in Canada on an ongoing basis.

Duties and Responsibilities:

- Identify client needs and develop programs and services in response.
- Plan and facilitate social gatherings for vulnerable immigrant seniors in their homes, at the host office or at another suitable venue
- Create new and innovative ways to reach isolated immigrant seniors and implement idea once approved by site supervisor and manager
- Provide workshop and information sessions on health, social services, and other topics that relate to the healthy aging of seniors.
- Provide translation and interpretation for immigrant seniors at social gatherings as needed.
- Facilitate access to services and resources when there are language and cultural barriers
- Arrange for the publicity of the program and investigate new ways to disseminate the information to potential participants
- Plan and facilitate holiday and luncheon programs
- Coordinate the volunteers who help in these programs at the events
- Evaluate the programs and report on the findings at year end
- Complete all reporting for statistical purposes in CIMS
- Make referrals to appropriate community services as the need arises
- Participate in any meetings to discuss, plan, evaluate or make changes to the program
- Provide coverage to other staff for vacation and other leaves
- Report on all activities at staff and unit meetings and with supervisor
- Represent the host agency and JFS at various networking opportunities
- Participate in professional development opportunities
- Strive to meet the targets and goals of the program
- Work on other related duties as assigned by the Manager or Site Supervisor

Jewish Family Services of Ottawa supports equal opportunity employment. We are committed to a selection process and work environment that is inclusive and barrier free. Accommodation will be provided in accordance with the Ontario Human Right Code. Applicants need to make any accommodation requests for the interview or selection process known in advance by contacting HRAdmin@jfsottawa.com.

We thank all applicants for their interest, however, only those selected for an interview will be contacted.

Visit to apply _ <https://secure.collage.co/jobs/jfsottawa/37971>