



Job posting

External Job Posting

Contract: 6 months commencing March 5th, 2012 (35 hours per week)
Position: KIDS PATHWAYS PEEL - Information, Referral and Service Coordination Specialist – French Speaking

Child Development Resource Connection Peel (CDRCP) is a non-profit organization with charitable status providing services that connect community and practitioners with information, resources, training and services that promote quality family life.

www.cdrpc.com

General Responsibilities

To provide bi-lingual information, referral and resource service coordination for persons with developmental disabilities and other special needs. This position will support KIDS PATHWAYS PEEL www.kidspathwayspeel.com and Coordinated Information Peel www.cdrpc.com within a team of Specialists.

The French Services Program Facilitator will be working in a variety of ways to assist the Peel Francophone Community including

- Maintaining online French language Services Directory www.peel.cioc.ca and Central West Region Francophone community portal
- Supporting French language community through provision of training and resources
- Presentations for community groups
- Providing support to French speaking Educators, Respite Workers and Support Workers
- Participation on French Community Committees
- Linking, creating and maintaining bilingual resources online

Key Qualifications

- Completion of a college or university related degree in Social Work with appropriate registration
- Demonstrated proficiency and experience in providing bilingual service in a Human Services environment
- Experience with maintaining online databases such as www.peel.cioc.ca
- Presentation and training skills
- Effective problem solving skills and ability to take initiative
- Commitment to continuous professional development and teamwork.

Please submit covering letter and resume to Karine at karine@cdrpc.com by noon on January 25th, 2012