FASSY, YACL, OFI and TOZ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position – assistant coordinator position- half time

Closing: Nov 3rd Th 2016 by 5 pm

Hours: 20 hrs. Per week (evening and weekends)

Wages: $22.00 per hour

Under the general direction of the Executive Directors of FASSY, OFI, TOZ and YACL the assistant coordinator is responsible for working closely with the coordinator and supporting the development, coordination, implementation and evaluation of an interagency cross disability evening and weekend activities program.

Requirements

The incumbent must have the following:

1. An understanding of the four agencies involved in this project.
2. Ability to work with, encourage and guide individuals with complex abilities
3. Ability to develop creative programming
4. Ability to work collectively with a team of support workers in addressing program needs
5. Strong interpersonal skills
6. Ability to work independently
7. Ability to deal with confidential information

Education &/or Equivalent Experience

1. Diploma in a related field, and/or combined with one year of related work experience and/or an equivalent combination of training and experience

How to Apply:

Mail, email or drop off a copy of your cover letter and resume in a sealed envelope to:

Contact Person: Natalie Taylor Email: administration@fassy.org Address: 4141 B – 4 Th Ave, Whitehorse, Yukon, Y1A 1J1