FASSY, YACL, OFI and TOZ – job posting \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position. Activities coordinator position - half time

Closing: Nov 3rd th 2016 by 5 pm

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

Wages: $25.00 per hour

Under the general direction of the Executive Directors of FASSY, OFI, TOZ and YACL the coordinator is responsible for 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. Strong research and planning skills
4. Ability to develop creative programming
5. Ability to work collectively with a team of support workers in addressing program needs
6. Strong interpersonal skills
7. Proven communication skills (oral, written and listening)
8. Ability to work independently
9. 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