

We are currently seeking a dynamic, self-motivated individual to join the Family Supports Team as a Family Facilitator. The Family Facilitator will develop a supportive working relationship with families served, remaining flexible and effective in his/her approach. This will be carried out by:

1. Spending time with the whole family.
2. Maintaining contact with the family on a regular basis
3. Acquiring knowledge and skills that are specific to their family support requirements
4. Assisting families to identify required home and personal supports and services
5. Assisting families with recruiting, screening, matching and orientating supporters and connections within their community
6. Monitoring service costs and outcomes from Durham Family Resources' base budget or the family's support base budget
7. Assisting and encouraging families to identify, prioritize and to act upon desired outcomes and concerns based on principles of SRV (Social Role Valorization)
8. Maintaining files and records that are appropriate and current

**Community Development and Involvement:** The Family Facilitator will assist families, the community and individuals living with a developmental disability in order to enhance their presence and participation in community life. The Family Facilitator will assist families, groups, associations, organizations or other community members to develop the required skills and knowledge required to enhance the inclusion of people living with developmental disabilities in their communities. This will be carried out by:

1. Sourcing and supporting opportunities for role development through participation in recreation, volunteerism and employment that are appropriate and valued
2. Promoting and supporting families in the development of a personal network that is supportive of their family member
3. Sourcing opportunities for learning in natural community settings
4. Increasing awareness about the rights of people living with developmental disabilities to be included in community life
5. Engaging the community and promoting opportunities for people to overcome some of the barriers to inclusion that are present for a person living with a developmental disability

**Information and Referral:** The Family Facilitator will be a resource to families, the community and other specialized and generic services regarding information specific to their needs and interests as it relates to persons living with a developmental disability. This will be carried out by:

1. Keeping families informed and current on all sources of relevant legislation, programs, funding and entitlements, such as Passports, Ontario Disability Support Program (ODSP)
2. Promoting and supporting new opportunities and/or progressive ideas regarding supports, planning and inclusion
3. Facilitating family groups for the purpose of sharing information, discovering new ideas and strengthening support among families for each other
4. Maintaining current information about the community, its activities and leaders

**Advocacy and Empowerment:** The Family Facilitator will promote and protect the interests of people living with a developmental disability by:

1. Providing families with information about their rights and responsibilities
2. Speaking on behalf of individuals and/or their families in order to represent their interest to authorities
3. Empowering families to advocate on their own behalf

**General:** The Family Facilitator will ensure timely and appropriate responses to issues that emerge when providing support to individuals and/or their families. This will be carried out by:

1. Working a flexible work week
2. Providing quick response to emergency situations and other concerns resulting from the above duties
3. Planning, participating in and attending relevant training events
4. Other related duties as assigned

Successful candidates will possess a combination of the following qualifications and experience:

#### **Requirements**

- Post-secondary diploma in the Human Services or related field required;
- Minimum two years of experience in Developmental Services or related human services field, or an equivalent combination of education, training and experience;
- Experience working with individuals living with a developmental disability in a direct support and/or family support capacity is considered an asset;
- Excellent computer skills including Word, Excel
- Ability to communicate effectively both verbally and in writing;
- Ability to work independently and as part of a team;
- Ability to perform all duties and responsibilities in a manner consistent with the Association Values, Mission, Vision and Principles of Family Support
- The use of a car with valid Driver's License
- Clear police check for the Vulnerable Sector

#### **Application Process:**

Qualified candidates should email their **resume and Cover letter** to [HR@dafrs.com](mailto:HR@dafrs.com) no later than 4:30pm Thursday March 21, 2019.

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

Durham Association for Family Resources and Support is an Equal Opportunity Employer committed to an inclusive, barrier free recruitment and selection process. If contacted for an employment opportunity, please advise if accommodation is required.