



Peel Senior Link, a non-profit charitable organization established in 1991, provides personal care & home-making services. Peel Senior Link maximizes independent living--helping seniors live with dignity, stability and safety. Peel Senior Link is funded by the Ministry of Health and Long-Term Care through the MH LHIN and CW LHIN, grants and personal and corporate donations.

We are currently seeking a Supervisor, Seniors Services. Reporting to the Manager, Business Units, this position is responsible for liaising with community partners and stakeholders to ensure seamless transition to the Peel Senior Link supports for daily living program, as well as developing and implementing programs and services.

This is a permanent full-time position with competitive salary and benefits.

Key Responsibilities

Client Intake:

- Work closely with discharge planners, Support for Daily Living (SDL) Central Registry, Home and Community Care representatives, clients, client's families, and medical practitioners to co-ordinate discharges from hospital
- Interact with clients and assess their needs. Develop and review client care plans. Visit clients in their homes, or at the hospital
- Work with Region of Peel to coordinate housing if required
- Identify special needs and requirements, appropriate placement and support for at risk clients, with the support of clients, their families and caregivers, and related professionals
- Provide support, advocate, and perform crisis intervention for clients if required
- Liaise with various groups or individuals to coordinate services to clients and assists in development of care plan
- Work as integral member of the Peel Senior Link management team. Attends and participates in supervisor meetings and takes an active role in achieving team objectives

Seniors Active Living:

- Research program needs through a variety of methods, including creating and administering surveys and reaching out to seniors' households individually and personally to determine gaps and program preferences
- Liaise with community partners to develop program schedule and implement program activities
- Recruit and train volunteers who will assist in the development and implementation of supportive services and activities
- Create, edit and distribute appropriate active living program / activity / service communications including flyers and newsletters to market program and to ensure isolated individuals are engaged
- Develop target goals and metrics to measure success of program activities
- Support seniors research

The ideal candidate has:

- Post-secondary degree or diploma with focus on Gerontology (or equivalent combination of education and experience)
- Experience working with seniors in a healthcare environment required
- Experience with Inter-Rai CHA assessment methods
- Experience with therapeutic recreation preferred
- Experience with volunteer program development, including recruitment and training of volunteers. Ability to organize workloads and set priorities
- Demonstrated excellent time management skills
- Demonstrated commitment to customer service, innovation, creativity and quality improvement
- Excellent verbal and written communication skills
- Flexibility to work non-business hours on occasion to meet program needs
- Ability to work independently
- Adept in the use of MS Office applications
- Flexible, adaptable and responsive to change
- Well-developed facilitation and presentation skills
- Familiarity with relevant services and delivery context
- Familiarity with survey methods and implementation
- Experience with multi-cultural challenges and opportunities in service delivery
- Experience in marketing an asset

To apply for this position please send your resume and a cover letter of interest to:

Marybeth Ward, CHRP
Director, Human Resources
Peel Senior Link
marybeth@peelseniorlink.com
905-712-4413 ext 326

We appreciate all applications; however, only those candidates selected for an interview will be contacted.

Peel Senior Link is an Equal Opportunity Employer

Peel Senior Link is committed to providing an inclusive and barrier free recruitment process to applicants with accessibility needs in accordance with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act (AODA). If you require an accommodation during this process, please contact Human Resources at 905-712-4413.