



JOB POSTING

Position:

Volunteer Visiting Program Lead

Temporary Part-time, .5 Full-time equivalent – 3 days one week, two days the following Hybrid – ability to work from home with time in the Dufferin-Caledon region supporting our community volunteers

Compensation:

\$31.00-\$36.00/hour based on education and experience

One year (Maternity Leave)

Overview

Bethell Hospice is seeking a maternity replacement for this existing position focused on supporting our community volunteers in the Dufferin-Caledon Region. The position will be approximately one-year and is part-time 3 days one week and two days the following week.

Our Mission and Values

Our mission is to provide compassionate, specialized care for quality living, dying and bereavement. Our Vision is to be the leader in palliative care excellence. We live our core values that show our caring and form the basis of all our decisions and actions including Dignity, Courage, Accountability, Collaboration, Innovation, DEI (Diversity, Equity & Inclusion).

Position Summary

The Volunteer Visiting Program Lead reports directly to the Manager, Volunteer Program, and indirectly to the Supportive Care Manager. This role is integral in supporting volunteers with providing bereavement and spiritual care to our community clients and their loved ones through coaching, training, outreach and administration.

Hours of Work

Temporary, part-time. Flexible hours – 2-3 days per week/37.5 hours per two-week pay period

Education/Qualifications

- Experience working in Hospice, Healthcare, Community-based, not-for-profit organizations required.

- Bachelor's Degree in Social Work is preferred
- Volunteer Management Diploma is an asset.

Knowledge and Skills

- Strong Group Facilitation, Presenting/Public Speaking Skills using adult education principles.
- Ability to teach/coach/mentor and engage others effectively.
- Understanding of Diversity, Equity and Inclusion and methods to engage marginalized populations.
- Excellent Organizational Skills.
- Strong in collecting and analyzing data to track trends and establish goals for improvement.
- Ability to create impactful and effective training materials (handbooks, PowerPoint, workshops).
- Strong clinical skills (active listening, client-directed, rapport building, de-escalation techniques, boundaries).
- Certification in The Fundamentals of Palliative Care and Learning Essential Approaches in Palliative Care (LEAP), an asset.
- Knowledge and experience in Hospice Palliative Care, End of Life, Grief & Bereavement, preferred.

Key Responsibilities

- Creating and delivering volunteer education and training (developing training content, facilitating training, arranging ongoing educational opportunities, coaching, etc.).
- Liaising/partnering with other hospices to train community volunteers (increase capacity of volunteers in the hospice palliative care sector).
- Collaborating with community partners on joint projects (ie. Spiritual Care Volunteers needed in Hills of Headwaters Collaborative Ontario Health Team).
- Conducting Outreach and promotion - Creating marketing collateral and promoting the 1:1 Volunteer Visiting Program (both internally to increase uptake among our client population, and externally to increase referrals to the community program for 1:1 Volunteer Visiting).
- Assisting with assessment and triage - assess clients and determine level of need and then match clients with an appropriate level of service (i.e. Bereaved clients, Irish Model of Adult Bereavement Framework, identifying clients who are appropriately served via volunteer visiting and assisting with the completion of that care plan).
- Guiding palliative care quality improvement (QI) and practice change initiatives in participating community organizations.
- Working closely with regional partners, including equity deserving populations, to ensure implementation of the model addresses barriers to access to care for priority populations.
- Consulting and providing expertise with respect to clinical care
- Responsible for scheduling.

Physical Requirements

- Travel and on-site work at various locations within the Dufferin/Caledon Region is required.

Method of Application

Please email your resume to hr@bethellhospice.org if you are interested being considered for this position.

Bethell welcomes applications from all qualified candidates, including but not limited to persons with disabilities, visible minorities (racialized), aboriginal (Indigenous) persons and persons of any gender identity and sexual orientation.

Bethell Hospice offers reasonable accommodation for applicants with disabilities in its recruitment processes, in accordance with AODA (Accessibility for Ontarians with Disabilities Act) and the Ontario Human Rights Code. Please advise if you require accommodation.

This posting is for an existing temporary vacancy due to a maternity leave.

Please note that artificial intelligence (AI) tools are used as part of our recruitment process. These tools may assist in screening applications and matching qualifications to job requirements. All interviews and hiring decisions are reviewed and made by human recruiters