

JOB POSTING

Position:	Augmentative Communications Coordinator
Position Type:	Contract
Duration:	37.5 hours per week
Department:	Organizational Effectiveness
Program:	Effective Communications
Closing Date:	November 3, 2018

The DDRC is recruiting an Augmentative Communications Coordinator who is responsible to implement alternative forms of communication supports for clients with developmental disabilities. The Augmentative Communications Coordinator will play a vital role in working across DDRC teams to address client needs, and support their networks to provide consistent programming. The Augmentative Communications Coordinator, reporting to the Positive Behaviour Supports (PBS) Specialist, will create client needs assessments, develop support plans, track developments, and report progress. The position will focus on bettering access to alternative communications strategies for DDRC clients to improve their quality of life and support their goals.

Leadership skills are demonstrated by providing mentoring, coaching, and support to Community Resource Workers (CRW) to better serve DDRC clients. The Augmentative Communications Coordinator will support the implementation of communications plans across all stakeholders, including clients, their home supports, DDRC staff, and management.

Skills in research and developing reporting structure, ensuring proper documentation, and recommendations for best possible supports, are key functions of this integral role.

This is a full time position which requires, as well as offers, flexibility of hours.

Education/Professional Certifications: and Experience:

- A degree in Psychology, Human Services, or Speech Pathology or similar education and/or equivalent experience
- A minimum of two (2) years' experience working with persons with developmental disabilities which includes the knowledge and application of effective communication principles, interventions, and strategies

Mandatory Competencies:

- Critical thinking, result orientated, and ability to analyse data and trends
- Demonstrates flexibility, objectivity, creativity, initiative
- Handles situations with assertiveness, tact, diplomacy and a positive attitude
- Excellent written and oral communication and effective time management skills
- Accountability and dependability; ethics and integrity
- Superior computer skills
- Commitment to professional development and continuous learning



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Please submit your resume and cover letter to: employment@ddrc.ca
citing "DDRC-18-027W-Augmentative Communications Coordinator" in the subject line.

DDRC is an equal opportunity employer. We thank all candidates for their interest. Only those selected for an interview will be contacted. We regret that we are unable to accept telephone inquiries.