

Formerly Abbotsford Community Services

JOB POSTING #2024-143-01

INTERNAL/EXTERNAL

Better at Home, Seniors Services

Better at Home Coordinator

Wage: \$25.00 per hour

Part Time: 21 hours per week, Monday to Friday

Permanent

Coordinate the Provision of Non-Medical Home Support Services for Seniors

Join the team at Archway

Come Help Us Help People

Location: Abbotsford

Hybrid

Job Summary:

The Better at Home (BAH) program supports senior's wellbeing and independence by providing non-medical home support services. With the expanded redesign of the BAH Program, the Program Coordinator will assist in the delivery of services to vulnerable seniors. The BAH Program Coordinator will assess clients' eligibility for the program and work with the clients to address any barriers to services and supports. This may include hands-on work in clients' living spaces, advocating on behalf of clients, and referring clients to appropriate community resources. The BAH Program Coordinator works collaboratively with the team to ensure each client has an opportunity to access services that responds to their needs.

Your Role:

Archway's Better at Home Program Coordinator with the Better at Home Program contributes by:

- Conducting phone interviews with potential clients to determine eligibility for Better at Home services.
- Engaging in one-to-one support with each client, identifying needs, barriers and concerns.
- Using a client-centered approach, collaboratively establishing goals & strategies.
- Conducting follow-ups with clients to assess progress and ensure ongoing support.
- Advocating on behalf of clients and referring clients to appropriate programs and services.
- Coordinating with stakeholders such as landlords, fire inspectors, health authorities, Better at Home contractors and family members where necessary.

This position is a great fit for someone who is a self-starter, team player, organizer and participates in program/service development, and someone who is passionate about senior services and programs for the older adults within the community.

Our Offer

- Wage: \$25.00 per hour
- A permanent, part-time position at 21 hours per week, availability Mondays to Fridays, from 8:30 AM to 5:00 PM.
- Benefits include:
 - Three weeks' pro-rated vacation.
 - A great benefits plan including extended health, and dental, you choose your plan.
 - Employee and Family Assistance Program that includes online access to wellness resources.
 - Great in-house training opportunities.
 - Rewarding work in a positive environment.
 - Work/Life balance.

Getting an Interview – you will be considered if you have:

- Degree or diploma in Human Services or a related field.
- Experience working in an outreach capacity an asset.
- Experience working with and advocating for vulnerable populations, specifically seniors, is an asset.

The Job Requires you to have:

- A valid Class 5 Driver's License and satisfactory driver's abstract.
- Ability to drive to and from clients' homes.
- Ability to work efficiently unsupervised, demonstrating professionalism and confidentiality.
- Strong in-person communication and rapport building skills.
- Knowledge and understanding of barriers and challenges associated with older adults.
- Working knowledge of referrals and services that meet the needs of seniors.
- Demonstrated empathy and passion for working closely with seniors.
- Due to client vulnerability during in-person services, a complete COVID-19 vaccination is strongly recommended for this position.
- Ability to work in situations of conflict where clients become rude or unpleasant.
- Ability to use a face mask during in-person services.
- A satisfactory Criminal Records Check is a condition of employment.

Closing date is August 18, 2024.

TO APPLY

Interested applicants are to reference **Posting #2024-143-01 in the subject line.**

Please submit your cover letter and resume to:

Email: jobpostings@archway.ca

Subject: **Job Posting #2024-143-01**

No phone calls please. Only short-listed applicants will be contacted.

Must be legally entitled to work in Canada.

Your resume may also be forwarded to other Programs for their consideration for their job vacancies. If you do not wish for your application to be shared with other Programs, please send an e-mail to jobpostings@archway.ca with DO NOT

FORWARD TO OTHER PROGRAMS, in the subject line of the e-mail and the job reference number to which you applied, in the body of the e-mail.

Archway's goal is to be a diverse workforce that is representative, at all job levels, of the people we serve. Equity and diversity are essential to excellence. An open and diverse community fosters the inclusion of voices that have been underrepresented or discouraged. We encourage applications from members of groups that have been marginalized on any grounds enumerated under the B.C. Human Rights Code, including Indigenous identity, race, colour, ancestry, place of origin, political belief, religion, marital status, family status, physical or mental disability, sex, sexual orientation, gender identity or expression, or age.

We acknowledge that we gather on the traditional and unceded territory of the Stō:ló people. Stō:ló territory extends from the mouth of the Fraser River to Boston Bar. Locally, this includes the Matsqui First Nation and Sumas First Nation. We give them thanks for sharing their land and resources with us.

We invest in the mental health and wellbeing of our employees.