

Full-Time Employment First Specialist

OPEN: July 26th 2024

CLOSES: August 2nd 2024

FILE#: S-24-0003

Community Living North Bay's **Employment First Team** requires a **Full Time Employment First Specialist**. Under the direction of the manager, you will be responsible to work collaboratively with job seekers, their personal support network, community partners and business owners/operators to find competitive, meaningful employment opportunities for people with an intellectual disability.

The Employment Specialist will also provide employment pre-training/preparation, on-site job coaching in varying environments and assist with reporting documentation.

ARE YOU THE RIGHT PERSON?

- You have a University Degree in Business, Public Relations, Sales and Marketing, OR a University Degree in Human Services with experience in customer service and/or Marketing.
- You have a strong knowledge of employment legislation, services and models
- You have experience with facilitating groups, public speaking and sales techniques
- You have the ability to work in a multi discipline team in different roles as required
- You have experience in coaching people in a variety of different environments
- You have excellent communication skills (oral and written)
- You have a Valid Driver's License and Vehicle

NICE TO HAVES BUT NOT REQUIRED (WE WILL TRAIN YOU)

- Standard First Aid Course

EXTRA NICE TO HAVE

- Bilingual French/English

SALARY PAY GRID: \$45,766.50 - \$53,235.00 per annum, plus benefits and pension

SCHEDULE: 37.5-hour work week - Monday to Friday 8:30AM to 4:30PM with flexibility for occasional evenings and weekends.

LOCATION: North Bay – In person

Apply Now on Indeed!

Community Living North Bay is committed to creating a culture of equity, diversity and inclusion across our organization. Community Living North Bay offers accommodation for applicants with disabilities in its recruitment processes. Should you require accommodations we will work with you to meet your needs

We thank those who apply and advise that only those who are selected for an interview will receive a reply.