

Job Posting: Inclusion Coordinator Full-Time, Permanent

The Inclusion Coordinator reports to the Manager of Accessibility & Inclusion and is responsible for facilitating the integration and inclusion program for children and families. Dovercourt welcomes participants of all abilities into its programs and some clients require additional support, especially in day camp programs. The Inclusion Coordinator will be the main point of contact for parents or caretakers and ensure that participants have the support needed to allow for a quality experience in programs. The Coordinator will also facilitate individual needs assessments and provide recommendations regarding the level of support required for specific programs.

Qualifications for this position include:

- College or University Degree in Social Work or a related field
- Recognized certification and proven experience with behavior intervention techniques (eg. ABA, IBI)
- Previous experience working in a camp or recreation/child care program
- Knowledge of a wide range of special needs and comfortable meeting with parents and children with special needs
- Strong report writing and record keeping skills
- Ability to find unique solutions to resolving unplanned or unanticipated situations or complications
- Excellent communication skills including managing difficult conversations around sensitive issues, and leading staff training sessions
- Standard First Aid & CPR C; Non-Violent Crisis Prevention and Intervention; and High Five Principles of Healthy Child development (opportunities available at Dovercourt)
- Valid Driver's license and access to a vehicle is very helpful but not required

Salary range is \$42,000 to \$53,000 per year based on a flexible 40-hour work week.

Compensation package also includes RRSP contributions, a subsidized group plan for medical and dental benefits, and access to free programs and services.

Start date is flexible, but preferably January, 2023.

To apply or for inquiries: Dovercourt Recreation Association, c/o Caitlin Booth
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Please indicate the job title in the subject line.