



Extend-A-Family Kingston Acknowledges that we are situated on traditional Anishinabek (Ah- nish-in-ah-bay), Haudenosaunee (Hoden-o-show-nee) and Huron-Wendat (huron-wen-dat) territory and is the home for many Indigenous peoples. We are grateful to have the opportunity to reside and work on this land.

Promoting Equity, Diversity, and Inclusion is a top priority for Extend-A-Family Kingston. At Extend-A-Family Kingston, we believe that diversity is associated with higher levels of productivity and retention. We are aware of a global study by McKinsey & Company that found that those companies that had more diversity were more likely to outperform on profitability and the number of clients served, and the ones that didn't take diversity into account were less likely to experience profitability above the same sector average. Extend-A-Family Kingston is committed to providing equitable, inclusive and barrier-free employment opportunities and quality services by establishing a qualified and culturally sensitive workforce that reflects the diverse community it serves, as well as to fostering a working environment that respects people's dignity, ideas and beliefs, thereby ensuring equity and diversity in recruitment, selection, promotion, learning and development processes meet the requirements of the OHRC, AODA and any other applicable legislation.

Extend-A-Family Kingston provides individuals with disabilities and their families with coordinated access to regional services, respite, inclusive programs, and opportunities for personal growth, development, and achievement of life goals. We are presently inviting applications for the position of :

**Program Counsellor
Part-Time Casual
\$18/hour**

Extend-A-Family Kingston is a cutting-edge organization exploring and integrating innovative ways to support people with a developmental disability. We are looking for individuals who are energetic, positive role models, safety-conscious, and who have a genuinely compassionate and caring nature. The Program Counsellor is responsible for implementing and supporting an exciting, active program for individuals with special needs.

Key Responsibilities:

- Become familiar with each participant's profile, paying particular attention to vulnerabilities.
- Provide care and supervision to participants paying close attention to their health and safety.
- Encourage individual(s) to participate in activities one-on-one and within the larger group.
- Intervene and problem-solve when conflict occurs between participants.
- Organize materials and assist with crafts and activities.
- Assist program participants with personal hygiene.
- Responsible for reporting any incidents within the group.
- Encourage participants and work with other staff to tidy up upon completion of activities, after every transition, and at the end of the day.
- Report any health and safety issues immediately to the supervisor.

Position Requirements :

- Police Record Check - CPIC including Vulnerable Sector.
- Excellent communication, interpersonal, and leadership skills.
- Ability to work cooperatively with a team.
- Strong program delivery skills in various areas, including crafts, music, swimming, and recreational activities.
- Under the legislative requirements of the French Language Services Act, French language competency is an asset.

Extend-A-Family Kingston is committed to providing a barrier-free environment for all stakeholders, including our clients, employees, job applicants, suppliers, and visitors who may enter our premises, access our information, or use our services. As an organization, we respect and uphold the requirements set forth under the Accessibility for Ontarians with Disabilities Act (2005) and its associated standards and regulations. Please call our office at (613) 544-8939 ext.1108 to discuss if you require accommodation.