



## JOB OPPORTUNITY

Human Resources Department

**POSITION: TEMPORARY SOCIAL CLUB FACILITATOR**  
(Expected duration of up to December, 2017)

**REGION:** Central

**Community Living Toronto** one of the largest agencies of its kind in North America, is a dynamic, innovative organization committed to a vision of promoting welcoming community. As a leader in the field, Community Living Toronto offers supports to over 6,000 individuals with an intellectual disability and their families including residential and day supports, assistance with employment, community supports, early childhood services and respite

### QUALIFICATIONS:

A minimum of an undergraduate degree or a community college diploma (human services, development or recreational field). Minimum five years experience working with adults with special needs. Demonstrated commitment and experience with adult centered facilitation required. Experience in recreation, drop-in programs and community development are assets. Driver license is an asset.

### JOB SUMMARY:

Responsible for the development, facilitation and day to day operation of a social club for adult members with developmental disabilities within Toronto. Contributes to the delivery of supports and programs consistent with life plans to meet the needs of individuals in order to enhance their capacity to function in all aspects of community living.

### RESPONSIBILITIES:

Under the direction of Manager of the APSW/FSW Services, this position is responsible for:

- Working with a member's advisory board, general membership, staff, students and volunteers in the facilitation of a "Club House Model".
- Providing support to the members in the club and community relations and fundraising.
- Managing, budgeting and accounting, properties management, membership and volunteer coordination and management of club house duty roster.
- Acting as a secretary to the board, orienting and training new board members.

**HOURS OF WORK:** 1:00 to 8:30 pm  
(Some flexibility required – including some weekends)

**TO APPLY:**  
**SEND YOUR COVER LETTER AND RESUME TO:**

[careers@cltoronto.ca](mailto:careers@cltoronto.ca)

**PLEASE QUOTE JOB POSTING #E17-107**

**When required, accommodations for disabilities will be provided, on request.**

**We thank everyone for their interest in Community Living Toronto; however, only applicants with the necessary qualifications, experience and education will be contacted for an interview.**