

Alzheimer Society

M U S K O K A

Support Counsellor

JOB DESCRIPTION

The Support Counsellor provides information, supportive counselling and referral services to persons with Alzheimer's disease and related dementias (ADRD) and their family members/caregivers who are referred to the Alzheimer Society as part of the First Link program.

The Alzheimer Society of Muskoka has offices in Bracebridge and Parry Sound.

KEY RESPONSIBILITIES

- develop, coordinate and facilitate Society Support Groups and Drop In programs
- identify support services needs for persons with ADRD and care partners
- provide information and supportive counselling to family members/caregivers and persons with ADRD through office visits, home visits (when necessary), phone consultations and follow-up
- liaise with and link clients to AS education and support services, and to appropriate community agencies and resources based on their needs and requests
- work with the Public Education Coordinator in the development and delivery of the First Link Learning Series
- develop a plan with person with dementia and their family members/caregivers which includes referral to services as needed, such as assessments, respite options, Safely Home program, financial planning, home support, placement in long-term care etc.
- maintain client files and statistical data in accordance with Society funding and policy requirements
- contribute to ASM newsletter
- provide assistance with ASM Resource Centre
- develop, implement and evaluate an annual support service plan for ASM
- monitor & evaluate (annually) support services to ensure that they have met the needs of the target group
- plan, implement & evaluate new support services as appropriate
- develop, implement, monitor & evaluate policies and procedures related to support services program
- represent the Society on committees as appropriate
- liaise with formal caregivers and community/health services when required
- maintain a current knowledge of ADRD, new developments in dementia research and care as well as relevant community resources. Be prepared to upgrade skills as required
- Assist with recruitment, training, supporting, and monitoring volunteers used in support service programs
- work with the First Link Coordinator to:
- develop and implement the First Link referral process to the AS
- ensure a timely and seamless response to First Link referrals



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- other duties as assigned

QUALIFICATIONS

- University degree in Social Work preferred; University degree in Nursing, Gerontology or a related health science degree considered
- minimum 3 years experience working with persons with ADRD and/or their family members/caregivers
- experience in individual, group and family counselling
- demonstrated track record of group facilitation skills and experience
- Experience in program development and evaluation
- comprehensive knowledge and understanding of ADRD
- knowledge of relevant community resources
- superior interpersonal and communication skills
- excellent time management and organizational skills
- ability to work cooperatively with staff, volunteers and other organizations/agencies
- computer literate
- valid driver's license and regular access to a reliable, insured vehicle
- ability to work a flexible schedule

Job Type: Full-time, Contract 1 year

COVID-19 considerations:

Among the protocols the Alzheimer Society of Muskoka has put in place are installing plastic barriers and providing masks and sanitizer. Partial remote work during COVID possible.

Position is posted on www.indeed.ca (Bracebridge & Parry Sound)

Resumes & Cover letters can be submitted to: admin@alzheimermuskoka.ca

Application deadline: 2020-10-30



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