



Join the Team at CHKC

Canadian Helen Keller Centre provides training and intervenor services to adults who are deafblind. We are currently accepting resumes for permanent part-time intervenors to work variable hours. Progression to full-time is a possibility based on skill and availability.

POSITION SUMMARY

The intervenor is responsible for providing auditory and visual information to adults who are deafblind. The provision of information allows the individuals to access information, places, and people thereby facilitating independence, and integration.

QUALIFICATIONS

The candidate should be able to communicate proficiently with persons who are deafblind using various methods of communication, including American Sign Language, Signed English, and the Two-Hand Manual Alphabet. The candidate must also enjoy working in a team atmosphere, have well-developed interpersonal skills and have relevant life experiences. Experience working with adults who have acquired deafblindness is preferred. Graduation from (or enrolment in) the Intervenor Program at George Brown College or an Interpreter Training Program is also highly preferred. Preference will be given to candidates who have access to a vehicle for transporting consumers in the community.

Canadian Helen Keller Centre is required by the Ministry of Children, Community and Social Services to have vulnerable section screenings completed on all successful applicants. We thank all applicants for their interest; however, only those selected for an interview will be contacted.

Closing Date: when filled

Effective Start Date: immediately

Please send resume to: Renée Toningier
Intervenor Services Manager
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For more information about Canadian Helen Keller Centre, please visit our website at www.chkc.org

Position Title: *Intervenor*

Reports To: *Intervenor Services Supervisor*

Location: *Consumer's Home, Training Centre & Community*

Position Summary

Reporting to the Intervenor Services Supervisor, an intervenor has the overall responsibility of providing quality Intervenor Services to the consumers of Canadian Helen Keller Centre (CHKC). This includes facilitating the interaction of the person who is deafblind with other people and the environment by providing auditory and visual information as well as proper guiding techniques, enabling consumers to perform tasks and/or objectives of their choosing, reduce isolation, and pursue daily living activities as well as engage in new experiences.

Position Responsibilities

Provision of Services

- Delivers high quality Intervenor Services to CHKC consumers as directed and scheduled by the Intervenor Services Supervisor, while adhering to approved policies, procedures, and philosophy.
- Takes direction from the individual who is deafblind.
- Collaborates with the Community Services Specialists in facilitating communication between consumers and others in the community, such as medical and legal professionals, teachers, religious workers, service providers, employers, store clerks, etc.
- Provides information about the environment and what is happening.
- Assists consumers with communication.
- Provides or develops concepts (where necessary), confirms actions, assists with life skills, and assists consumers to achieve as much independence as possible.
- Accompanies consumers during travel out in the community via public transportation, personal vehicle, etc.
- Respects and safeguards the privacy of consumers' home and personal information, and maintains confidentiality with respect to personal information, issues, and lifestyles of consumers and staff of CHKC.
- Maintains effective and ongoing communication with consumers.
- Prepares information in print, braille, and email, according to consumer preference.
- Provides placement students with an opportunity to job-shadow.
- Demonstrates behaviours that promote workplace harmony, strengthen relationships, and improve team effectiveness.

Record Keeping

- Assists in the preparation of reports or information as required, according to approved policies and procedures.
- Diligently records all expenses, ensuring expense reports are provided to Administrative Assistant by the deadline.

Agency-Wide Expectations:

- Promotes and demonstrates CHKC's mission, vision, and values within the workplace and in the community by having a positive and professional relationship with consumers, staff, volunteers, the Board of Directors, and other organizations.

- Ensures a high level of communication, including face-to-face, with consumers and staff.
- Respects the privacy and maintains confidentiality of staff and consumers.
- Serves as a role model to others by demonstrating a respectful and positive attitude.
- Completes all agency-required training.
- Seeks out professional development opportunities.
- Assists and/or participates in the planning and production of agency events as required, including celebrations, public awareness events, and fundraising events and campaigns.
- Participates in relevant projects, working groups, and committees with the prior approval of your supervisor/manager.
- Ensures consistent implementation and adherence to approved CHKC policies and procedures.
- Participates in the orientation of new employees.
- Supports a positive, healthy, and safe workplace.
- Works cooperatively with the Joint Health and Safety Committee (JHSC), as it applies to relevant incident reports and areas of potential risk.
- Supports and implements recommendations made by the JHSC.

** All other duties as assigned*

Work Environment

- Consumer's home, training centre, out in the community.
- Varying environments and schedules with moderate amounts of work pressure (highly dependent on consumer requests/needs).
- Faced with emotional and sensitive situations on occasion.

Skills and Qualifications

- 2 years of experience working with persons who are deafblind preferred
- Successful completion of the Deafblind Intervenor Training Program preferred
- Competent in American Sign Language, adapted/tactile sign language, 2-Hand Manual and alternate communication methods used by persons who are deafblind
- Crisis Prevention Institute (CPI) training (or alternative), for dealing with difficult situations preferred
- Knowledge of the *Intervenor Code of Ethics and Guidelines for Ethical Conduct*
- Strong awareness and understanding of deafblindness and mental health
- Knowledge of community services and activities/issues related to individuals who are deafblind
- Valid driver's license, driver's abstract, insurance, and access to a car considered an asset
- A flexible availability, including a willingness to work days, evenings, weekends, and holidays as necessary
- Strong computer skills, particularly for research and communication purposes
- Strong interpersonal and problem-solving skills
- Ability to speak confidently to the public about deafblindness
- Ability to promote independence of persons with deafblindness
- Strong language skills, including excellent spelling and summarizing skills
- Knowledge of local area: facilities, services, recreational options, transportation services, current events
- Basic understanding of Orientation and Mobility, including sighted-guide
- Exceptional organizational and planning skills
- Familiarity working with service animals, wheelchairs, and other assistive devices

- Wide range of past life experiences and interests
- *A moderate amount of physical effort is required (standing, walking, hand over hand communication), may require lifting up to 40 lbs. at times*