



REHABILITATION CENTRE FOR CHILDREN
JOB OPPORTUNITY

Bulletin No: 25-006	Department: Neurodevelopmental Services – LIFE Program	Posting Date: January 17, 2025
Position: Coordinator – Therapeutic Recreation and Follow Up Program	Reports to: Director of Neurodevelopmental Services	Start Date: March 17, 2025
Job Type: Unionized	Employee Group: MAHCP	EFT: 1.0 EFT Indefinite Term Job share/reduced EFT would be considered.

Overview:

The Coordinator will work in consultation with the Director of Neurodevelopmental Services and other Coordinators/CSLs to plan and deliver programs associated with RCC's Therapeutic Recreation Programs and RCC-SSCY Family Advisory Committee and Family Network. Work is performed in a manner that is consistent with RCC's Mission, Vision, Values and Policies.

Responsibilities:

- Provide general orientation, mentoring, support and supervision for therapy and support staff assigned to Therapeutic Recreation and Follow up programs.
- Responsible for intake, assessment, intervention and support planning for children assigned to the program.
- Assists with waitlist management based on departmental needs.
- Participates in program planning and the development of best practice guidelines for the activities of the program in collaboration with Director/CSL.
- Collaborates with the leadership team in coordinating education for the staff and organizing education placements for students.
- Contributes to the delivery of comprehensive and high-quality services through collaborative program development, evaluation of clinical services, research, innovation, and quality improvement.
- Serves as a resource to staff and outside agencies concerning clinical issues, occupational performance, and intervention techniques. Acts as a liaison for families providing information and linking clients to recreation/wellness resources in the community.
- Works with the program Director/CSL/CRF to establish annual budgets for program activities and maintain program statistics.
- Liaises with any contracted services (eg horticultural, animal or music therapists etc.) who may be delivering service to the program to ensure they are oriented to program policies and procedures.
- Supports the work of the SSCY-RCC Family Advisory Council and Network including:
 - Facilitating information sessions, family networking, collaboration between parents, staff, and other health care professionals.
 - Oversight of a monthly Family Network newsletter

Education, Licenses, Registration & Experience:

Required:

- Baccalaureate or Clinical Master's degree in Occupational Therapy, or approved equivalent.
- Registered with applicable professional college (COTM).
- Minimum 3 years of experience in pediatric services.

Hours of Work: Includes evenings and weekend work. 75 hours bi-weekly.

Salary: \$42.700 – \$48.058 per hour as per MAHCP salary scale.

Conditions of hire:

- Must be legally entitled to work in Canada and able to present a satisfactory Criminal Records Check (Including Vulnerable Sector Search), Child Abuse and Adult Abuse Registry Check.
- Must have a valid driver's license and access to a reliable vehicle for work purposes.

RCC is strongly committed to equity and diversity and especially welcomes applications from indigenous peoples, persons with disabilities, racialized persons, persons of all sexual orientations and genders and others who may contribute to the further diversification of ideas. Accommodation is available on request for candidates taking part in all aspects of the selection process. If you require accommodation support during the recruitment process, please contact Jessica Sanchez (Hr@rccinc.ca), all qualified candidates are encouraged to apply.

We thank all applicants that apply but only those candidates selected for an interview will be contacted.

Apply in Writing to:

Jessica Sanchez, HR Specialist 1155
Notre Dame Ave Winnipeg
Email: hr@rccinc.ca

Closing Date:

January 26, 2025