



The Ontario Caregiver Organization (OCO) exists to enhance the experience for caregivers and make it easier for caregivers to be caregivers. The OCO is dedicated to caregivers and their needs, regardless of their age, location or the condition of the person they are caring for.

Come join our growing team!

We are recruiting for a

Regional Lead – Eastern Ontario - Bilingual (English/French)

Work from Home Base in Ottawa, Eastern Ontario or Central-East Ontario

Full Time Contract – Late March 2022 to March 2023

The Ontario Caregiver Organization (OCO) is looking to hire a **bilingual Regional Lead** to build connections and collaborate with caregivers, health/social service providers, and key stakeholders at the community level. The region covered will include Eastern and Central/East Ontario (western boundary is Durham Region), with accountability for engagement of the Francophone community across the province.

This role represents an exciting opportunity for someone who is eager to join a small team that aims to have a big impact on the caregiver experience in Ontario. We are looking for someone who will enjoy working in a fast-paced environment where they will help to improve caregiver access to support, grow the number and diversity of caregivers we serve, and build partnerships to help address caregiver needs.

Key Responsibilities

Reporting to the Director, Strategic Partnerships and Innovation, the Regional Lead will:

- Develop and deliver a plan for regional implementation of OCO goals and priorities
- Identify and engage organizations with high potential to address gaps in local caregiver support and advance OCO's goals and priorities
- Build and sustain collaborations with stakeholders across multiple sectors including health care, non-profit, social services, and others
- Build caregiver communities and forums that enable caregivers to connect with peers, learn, access support, and inform OCO plans and priorities
- Build relationships with community organizations that can help OCO to reach, understand and support caregivers, with a special focus on Francophone caregivers
- Inform the development of OCO's province-wide plan to support Francophone caregivers
- Lead projects to spread and scale proven models for caregiver support and recognition within the health care system
- Lead partnerships that result in increased community capacity to support caregivers, new opportunities for OCO program delivery, and new channels for caregiver referral to OCO

- Organize and facilitate in-person and virtual presentations, workshops, education sessions, and events for caregivers and stakeholder organizations
- Act as a local resource and point of contact for caregivers seeking support
- Develop and implement a plan for local/regional promotion of OCO programs and services
- Increase recognition of caregivers and awareness of OCO within the region
- Ensure accurate and timely reporting of data and performance indicator and maintain regional stakeholder information in database system
- Other duties as assigned

Qualifications

- Minimum 5 years' experience in community and stakeholder engagement in health care, non-profit, community support, and/or social service sectors
- Strong preference will be given to candidates with a social work or social services background
- Exceptional communication skills – verbally, in writing and in virtual environments (English and French)
- Excel at facilitation of interactive workshops, presentations, and meetings (online and in-person)
- Understanding of the Francophone population with proven ability to build relationships with organizations and individuals from the Francophone community
- Established network with relevant stakeholders within Eastern Ontario
- Compassionate style and good listening skills, preferably with experience engaging caregivers and/or people with lived experience
- Ability to foster relationships with professionalism, diplomacy, and trust
- Ability to develop and deliver action plans with clear goals and timelines
- Results-oriented, with ability to anticipate and solve challenges or barriers
- Self-starter with high degree of initiative, resourcefulness, and productivity
- Highly developed organizational skills and attention to detail
- Lived experience as a caregiver is a definite asset
- Driver's license and ability to travel by car for meetings across Ontario, including frequent travel within the region
- Proficient with Microsoft Office applications including Word, Excel, PowerPoint
- Ability for occasional work after hours or on weekends to accommodate meetings or events

Education

- Minimum Bachelor's degree in a relevant discipline. Post-secondary education in social work or social services is a definite asset

OCO strives for diversity of race, colour, religion, gender, gender identity or expression, sexual orientation, disability and age and welcomes applications from all qualified, prospective candidates. We invite qualified applicants, in particular people representing the broad diversity of caregivers and Ontarians, to submit a cover letter and resume to OCOREcruit@ontariocaregiver.ca by **4pm Monday January 10, 2021**.

We thank all applicants for their interest; we will contact only those applicants selected for further consideration. Applications will be reviewed on an ongoing basis, and therefore early submission is

encouraged. OCO will be pleased to provide an accessible recruitment process to candidates invited to move forward in our process. Candidates are requested to let us know if any accommodation is required to ensure a fully accessible interview and selection process is provided.