



Children's Treatment Network

School Based Rehabilitation Services Service Navigator Markham or Barrie ON Temporary Full Time Position

Children's Treatment Network (CTN) partners with education, health and community organizations to provide a range of rehabilitation and specialized clinical services to approximately 7,000 children and youth with multiple special needs in Simcoe County and York Region.

As a service network with multiple partners we respond to the evolving needs of children and youth with multiple special needs by providing and enhancing services, championing system change and building capacity across the network.

CTN provides School Based Rehabilitation Services for Simcoe County, Central and West Toronto and York Region. This program provides occupational therapy, physiotherapy and speech therapy supports to children and youth enrolled in publicly funded school boards who have rehabilitation needs.

The School Based Rehabilitation Services (SBRS) Service Navigator is responsible to provide information, process referrals, support waitlist management, and referral of clients to Service Provider Organizations. This position is key to providing clients, families, district school board personnel and contracted service provider organizations with current information related to SBRS eligibility criteria and service delivery information. The SBRS Service Navigator prioritizes client referrals, and applies appropriate service delivery guidelines, using clinical judgement where requests for additional service fall outside of established service plans. The SBRS Service Navigator works collaboratively with the SBRS team to manage active and waitlisted clients. The SBRS Service Navigator responds to service enquiries and uses critical thinking skills to respond to and resolve issues, concerns, complaints and risks. The Service Navigator links the client and family to appropriate services and resources in the community. This position is available from August 2020 to October 2021.

REQUIREMENTS

- Rehab services professional designation in Occupational Therapy, Physiotherapy or Speech Language Pathology with paediatric experience preferred, or
- Post-secondary education in a relevant Child and Family focused discipline, including Communicative Disorders and Rehabilitation Assistants, or
- A combination of education and experience related to assessment and intake functions;
- A minimum of five years of experience related to intake and referral practices in an agency or organization focused on serving children and families
- Extensive knowledge of paediatric conditions and various rehabilitation services and their areas of focus
- Knowledge and understanding of clinical services and community supports for children in Simcoe County, Toronto and York Region
- Experience working with multiple agencies and organizations involved in integrated planning and service provision
- Strong communication, interpersonal and problem solving skills, including oral, written and digital with the ability to communicate effectively across the Network
- Able to focus on detailed tasks in terms of client information review, research, documentation, report preparation, customer service, office systems, data management and other activities
- Ability to use relevant computer technology that supports School Based Rehabilitation Services intake functions
- Outstanding organizational skills in the collection, evaluation and utilization of client information to develop a sound service plan for the client family
- Ability to maintain confidentiality, recognize sensitivity and exercise good judgement, discretion and accountability in all aspects of the role when dealing with clients, families, team members, district school board personnel and other providers
- Demonstrated initiative, flexibility and adaptability
- Demonstrated commitment to a safe environment for staff, clients and families by working in compliance with the Occupational Health & Safety Act and related policies
- Ability to communicate in French or other languages considered an asset
- Experience with and understanding of various cultures and cultural communities including Francophone and Indigenous communities
- Sound experience with technology and relevant software programs
- Certified First Aid is an asset
- A valid Ontario Driver's license, insurance and access to a vehicle

The selected successful candidate will be required to produce a clear police records check and vulnerable sector check prior to start of employment.

CTN offers a competitive compensation and benefit package including participation in the Healthcare of Ontario Pension Plan (HOOPP). This position is based in Markham and requires some travel to attend related activities.

If you are interested in being part of a leading edge clinical network, working with committed and engaged service partners in advancing the provision of comprehensive and integrated care to children with special needs and their families, please send your resume via email to careers@ctnsy.ca by midnight July 21st, 2020. For more information about CTN please visit our site at www.ctnsy.ca.

As part of the hiring process applicants may be asked to complete an online activity to determine their level of computer skills.

CTN is governed by the requirements of the French Language Services Act and therefore encourages applications from French speaking candidates.

CTN is committed to accommodating people with disabilities as part of our hiring process. If you have special requirements please advise us if you are contacted for an interview so that appropriate accommodations can be made during the recruitment process.