

Alzheimer Society

ALBERTA AND
NORTHWEST TERRITORIES

Job title	<i>Mobile Rural Navigator, Client Services</i>
Reports to	<i>Mobile Rural Navigator Coordinator</i>
Details	<i>One (1) part-time remote position with immediate vacancy Term Position until June 30, 2027, with the possibility of extension Travel required on a regular basis within regional area</i>
Location	<i>Southern Alberta, locations not limited to: Claresholm, Nanton, Vulcan, Turner Valley, and Black Diamond</i>
Salary	<i>\$46,852.00 - \$63,388.00 per annum prorated for part time (\$25.74 – \$34.82 per hour)</i>
Closing Date	<i>Open until a suitable candidate is found.</i>

Who we are

The Alzheimer Society of Alberta and Northwest Territories (AS AB/NT) is a not-for-profit association that brings awareness to Alzheimer's disease and other dementias; helps alleviate the personal and social consequences of the disease, provides information, education and support programs, and promotes and funds research into the cause, prevention and cure.

Our vision is each person living with dementia, and those supporting them, can thrive as we focus on care today and a cure for tomorrow.

Our values are "CARE: Collaboration, Accountability, Respect, and Empathy."

Position Description

Reporting to the Mobile Rural Navigator Coordinator, the Mobile Rural Navigator, Client Services is generally the first point of contact between the Society and our clients. This position is responsible for referring clients to services, delivering support and education programs, and building strong community and health care professional relationships in their assigned region.

This part-time, term position is ideal for a highly motivated and self-directed person with a strong desire to serve in the field of human services, relating to the impact of Alzheimer's disease and other dementias.

Located in rural Southern Alberta, this position will assist with and facilitate planned programs and services in their assigned region including:

- Promoting and delivering the Society's programs and services utilizing various delivery methods
- Supporting referral intake & ongoing follow up
- Facilitating and participating in the delivery of standardized programs
- Providing outreach regarding services and benefits available
- Delivery of referral and assessment services with partner organizations
- Coordinating and facilitating support groups

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- Building a referral network with health care professionals and other local health service agencies
- Maintaining accurate and objective client records
- Assisting in raising public awareness about dementia and the way it affects families and individuals
- Other duties or projects commensurate with the nature of the position.

Qualifications

- Post-Secondary education in Social Work, Health Services, Human Services, or related field
- Experience in a health or social service agency, or education-related function will also be considered
- Experience in facilitation, adult education, or community engagement is an asset
- An understanding of Alzheimer's disease/dementia and caregiving issues is an asset
- Familiar with services and resources needed by seniors and/or persons living with disabilities
- Experience in record-keeping and report writing
- Strong verbal and written communication skills
- Demonstrated interpersonal and problem-solving skills
- Ability to remain professional and respectful in difficult and sensitive situations
- Proven ability to work independently as well as collaboratively with others as part of a team
- High level of proficiency in the Microsoft Office Suite
- Valid Driver's License and access to a reliable vehicle
- Recent and clear vulnerable sector check.

Working conditions

- Remote work environment with routine use of a computer
- 21-hour workweek, primarily M- F 8:30am – 4:30 pm with flexible working hours
- Regular travel within Southern Alberta required and occasional travel throughout the province.

What we offer

- Annual vacation starting at three weeks (prorated for part time)
- Personal days
- Wellness fund
- Access to professional membership associations
- Computer and technology requirements
- Festive season closure
- Flexible and Hybrid work environment.

To apply please send a copy of your cover letter and resume by email to: hr@alzheimer.ab.ca

We thank all candidates for their interest. However, only those selected for an interview will be contacted.

The Alzheimer Society of Alberta and Northwest Territories is an equal opportunity employer and values diversity of all kinds.