

# *Soci t  Alzheimer Society*

WINDSOR - ESSEX COUNTY

## **JOB POSTING**

**POSTING DATE:** August 19, 2010

**POSITION: FIRST LINK COMMUNITY LIAISON**  
**PERMANENT PART-TIME (12 hours per week)**

### **POSITION SUMMARY**

Reporting to the Manager of Education and Support Programs, and serving the residents of Windsor and Essex County as a member of a multi-disciplinary professional team, key duties include building links and promoting the First Link program to community, including family physicians, pharmacists, community health centres, service providers, family health teams and hospitals. This position is one of the first-line Society contacts for those from the community, (including professional referral sources as well as laypersons) seeking information and support on dementias, and/or Society services.

### **MINIMUM QUALIFICATIONS/SKILLS:**

- Post-secondary degree or diploma in health, social service or communication/marketing is required.
- Additional training in gerontology and/or dementias preferred.
- Minimum of 2 years experience working in a communication/liaison position is preferred.
- Comprehensive knowledge of Alzheimer's disease and related dementias and its impact on the person and his/her family.
- Proficiency in languages other than English, including ASL (American Sign Language), an asset.
- Technical skills for a computerized work environment
- Critical thinking; excellent problem-solving skills
- Excellent verbal and written communication skills
- A current, valid driver's licence with no restrictions and use of a reliable personal vehicle

### **KEY DUTIES:**

- Promotes First Link program to community, including health providers, social service agencies and general public.
- Liaises with community professionals where appropriate.
- Develops promotional materials and distributes in timely and efficient manner.

**COMPENSATION: \$23.00 - \$25.00 per hour based on experience and qualifications.**

Applications to be marked "CONFIDENTIAL – First Link Community Liaison" and must postmarked no later than

**MONDAY, AUGUST 30, 2010**

NO FAXED OR E-MAIL RESUMES WILL BE CONSIDERED

Please address to:  
Human Resources  
Alzheimer Society of Windsor & Essex County  
2135 Richmond Street  
Windsor, ON N8Y 0A1