



JOB DESCRIPTION

Title

Volunteer Advisor-Worker Advisory Council

Reports to

Operations Manager, Residential and Day Programs

Job Overview

This volunteer position involves providing guidance and support to the Worker Advisory Council, a group of self-advocates with disabilities who work within the day program. The Advisor demonstrates unconditional respect for the workers, their voice and point of view, and their right to be meaningfully engaged. This includes both promoting and practising the philosophy of active support with individuals at the day program centre in accordance with the Vision, Mission and Values of the organization.

Responsibilities and Duties

In performing their duties, the volunteer Advisor will adhere to the principles of Active Support. Active Support means empowering our workers to do as much for themselves as possible while striking the right balance between too little support and too much. In providing this type of support, individuals are meaningfully engaged and it maximizes their choice and control.

Duties include:

- Assisting workers in coordinating and holding monthly meetings
- Assisting with the organization of the business of the Council-Minutes, Budget, etc.
- Acting as an ally and an advocate in supporting issues of concern and lobbying initiatives undertaken by the Council
- Providing support, guidance and advice if and as requested by the council members
- Supporting the council in developing and maintaining a positive group spirit
- Researching and remaining curious about the self-advocacy movement
- Honoring and helping to advance the goals identified by the Council
- Actively participating in team meetings, sharing experiences, feedback and ideas as required
- Contributing to the continuous improvement of the organization

Qualifications / Requirements

- Personal characteristics/skills: Patience, Confidence, Self-Motivation, Trustworthiness, Good personality, Sense of humour and ability to think “outside the box”
- Vulnerable Sector Check and a Criminal Record Check
- Working knowledge of Microsoft Office
- Good verbal and written communication skills in English and French preferred