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**Counselling Services of Belleville & District**

12 Moira Street East, Belleville, Ontario K8P 2R9

Phone (613) 966-7413 Fax (613) 966-2357

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COUNSELLING SERVICES OF BELLEVILLE AND DISTRICT

**AUTISM PROGRAM**

**FAMILY SUPPORT and TRANSITION COORDINATOR**

**Full time position**

A full time permanent position is available within Counselling Services of Belleville and District for Autism Services.

Under the direct supervision of the Autism Services Program Manager, the Family Support and Transition Coordinator will provide Foundational Family Services and consultation to families enrolled in the Ontario Autism Program. The Family Support Worker will ensure that quality appropriate service is provided to clients of the program. The Family Support Coordinator, in consultation with the Autism Manager, Clinical Supervisor and Autism Therapists will be responsible to provide family and peer mentoring, parent/caregiver workshops, brief consultations, transition supports, family resource and clinic days as described within the OAP guidelines.

QUALIFICATIONS:

A Bachelor’s Degree in the Humanities or related field, or Community College Diploma in Child and Youth studies with a minimum of three years’ experience working with families and children with ASD. Demonstrated knowledge and implementation of ABA strategies will be require as is the ability to provide adult education and training.

The ability to develop and maintain positive working relationships with staff, families and the greater public is essential. Knowledge of community resources and funding sources is also required.

Excellent oral and written communication skills are essential. The incumbent must posses a valid driver’s license, access to a reliable vehicle and appropriate insurance. Proof of being fully vaccinated against Covid-19 is required.

This position involves a 35-hour per week, flexible work schedule (may include evenings and weekends) that will be determined by the needs of the family, and in consultation with the Autism Program Manager.

Qualified candidates are encouraged to submit resumes to:

## Executive Director

Counselling Services of Belleville and District

## 12 Moira Street East

Belleville, Ontario

K8P 2R9

csbd@csbd.on.ca

Closing Date: April 22, 2022.