

Job Posting

Transition Specialist

The Sinneave Family Foundation – Background

The Sinneave Family Foundation (Sinneave) formed in 2008 to address the challenges experienced by emerging adults with autism. Sinneave offers specific services and collaborates with a variety of partners to enhance the transition to adulthood, build and share promising practices, enable system capacity and influence policy. We are seeking a motivated professional to join the Sinneave team as a Transition Specialist. This position is part of a multi-disciplinary team committed to delivering service excellence, building out pathways into the community and providing client focused transition planning.

This is a full time position and pay is commensurate with Job requirements within a scale. Qualifications will be taken into consideration.

Qualifications:

Essential requirements

- Regulated health professional in good standing (e.g., Psychologist, Occupational Therapist, Speech and Language Pathologist, Clinical Social Worker).
- A Masters prepared professional with 3 – 5 years of relevant practice experience or Baccalaureate level degree with 5-7 years of relevant practice experience and service delivery.
- Minimum of 3 years of experience working with individuals with autism spectrum disorder (ASD) and/or developmental disabilities.

Asset qualifications

- Working knowledge of measurement and outcome evaluation tools.
- A combination of skills and experience in: assessing client's abilities in order to guide and support goal setting and action plans; developing and implementing programs; designing and delivering educational workshops; coordinating, monitoring and evaluating the provision of services; and making community-based referrals. Able to create and adapt goals, and implement effective program plans for teens and adults with ASD.
- Ability to work collaboratively as part of a multidisciplinary team.
- Experience in assisting emerging adults develop skills in the areas of work, school, personal care, and independent living.
- Excellent interpersonal, oral and written communication skills.
- Proficient with Microsoft Office products.

Accountabilities:

Transition Planning, Information and Navigation (60%)

- Intake clients into Launch + Skills, develops individualized SMART goal focused action plans in preparation for skill coaching sessions.
- In collaboration with the team, monitors client progress and outcomes in Launch + Skills.
- Documents in a timely and accurate manner.
- Provides assessments for program planning and to aid in referrals and navigation to outside professional practices and clinical services.
- Participates in program planning, delivery and evaluation of specific program components including workshops and seminars.
- As part of a daily rotation, acts as 'Transition Specialist on Duty' for the organization.
- As Transition Specialist on Duty, provides ad hoc, one-time information and navigation support for individuals and families referred by Sinneave staff.
- Draws from clinical judgement and evidence-based practice to assist participants and families in achieving their program goals.

Skill Development (20%)

- Acts as a resource to Skills Coaches in the planning and execution of individual sessions and cafés.
- Supports Skills Coaches in monitoring of participant progress, and as needed, makes recommendations for changes to the action plan to support optimal outcomes.
- Provides training in specific skill areas to Skills Coaches, as needed.
- Responsible for guiding the development and implementation of strategies used by Skills Coaches to support participant skill development.

Partnerships and Networks: (10%)

- Establishes and maintains effective communication with community stakeholders, accurately representing Sinneave's roles and interests.
- Strengthens networks focused on outcomes in education, employment and independent living.
- Works collaboratively with community-based organizations to enhance integrated pathways of support and understanding.
- Participates in community-based meetings, committees, activities and events, as assigned.
- Demonstrates an awareness of the relevant environmental landscapes using disability, neuro-diversity, and inclusion lenses.
- Participates in mentoring students and practicums.

Knowledge Exchange: (10%)

- Understands and articulates the roles and goals of data collection in program evaluation and demonstrating longer-term outcomes.
- Contributes to the production of original source materials based on Sinneave's learnings, as assigned.
- Assists in developing strategies to communicate information, which may include virtual networks, multiple platforms and unique experiences to maximize impact.
- Participates in events and activities with stakeholders and organizations in order to exchange ideas, share evidence and expertise, as assigned.

Professional Practice:

- Participates in regular team meetings.
- Identifies and participates in professional development and training.
- Ensures good standing with Professional/Regulatory bodies.
- Supports and engages in inter-professional practice and collaboration.
- Demonstrates professional maturity, critical thinking, and proactive problem solving.
- Brings any potential conflicts of interest, questions of scope of practice or potential risks, to the Director of Professional Practice and Evaluation.
- Provides back up for the Director of Professional Practice and Evaluation, as assigned.

Sinneave is an inclusive employer that is open and flexible in its thinking and approach to recruiting. We encourage all qualified candidates to advise us of their particular needs or preferences as it relates to the interview and assessment process for this role.

Please send applications electronically to: **Mike Huvenaars, CFO**
mike.huvenaars@sinneavefoundation.org

Or by mail or fax to: The Sinneave Family Foundation
Suite 300, Child Development Centre
3820 - 24 Ave NW
Calgary, AB T3B 2X9
Fax (403) 284-9298

Application Deadline: The position will remain open until a suitable candidate has been selected.