



## Job Posting

### **Clinical Program Assistant - Contract**

Date Posted: September 20, 2021  
Closing date: September 28, 2021

**\*Internal & External Posting**

*1 Vacancy – Approximately 15 Month Temporary Contract*

**Salary Range** (\$26.62 – 29.82 per hour)

**Hours of Work** –37.5 hours per week

The John McGivney Children's Centre provides family-centered paediatric therapy services in the Windsor-Essex County community, enriching the lives of children and youth with special needs by helping them reach their full potential. Reporting to the Program Manager the Clinical Program Assistant will provide clinical and support services under the supervision of a licensed clinician. They will participate in the development and implementation of therapeutic interventions and collaborate with the supervising clinician regarding a child's performance and responses to intervention, and provide feedback. They will maintain clinical and Centre documentation; attend and participate in team conferences and medical clinics as indicated; and support departmental organization and maintenance activities. They will also participate in clinical education and knowledge transfer activities.

#### **Qualifications:**

The qualified candidate will have a 2 year post-secondary diploma in the OTA/PTA program. They will have previous clinical experience preferably in pediatric rehabilitation.

The candidate must be able to work successfully in a family-centred, and team environment. The qualified candidate must have strong interpersonal, communication, and organizational skills; must be able to work independently, and as part of a multi-disciplinary team. The candidate must be available to work flexible hours, as required.

The candidate must also comply with JMCC's COVID-Immunization Policy.

**Please submit your resume and cover letter no later than 4:00 p.m. on September 28, 2021 to:**

John McGivney Children's Centre  
Human Resources Department  
[hr@jmccentre.ca](mailto:hr@jmccentre.ca)

*JMCC is committed to a recruitment process and work environment that is inclusive and barrier free. Candidates that may require accommodations throughout the recruitment and assessment process must advise us of the nature of the accommodation(s) to ensure your equal participation.*

**~Helping Abilities Grow~**