

Join our team as Clinical Services Coordinator !

Your role will be...

- Organize, coordinate and supervise the service's operational activities by defining strategic objectives and by implementing them effectively to reach the goals.
- Develop tools, procedures and best practices to facilitate the implementation of clinical projects
- Supervise and support the counsellor's team through their clinical work, ensuring compliance with professional and ethical standards
- Offer ongoing clinical support to counsellors, guiding them through their professional development and by intervening in complex cases to propose appropriate solutions and guide clinical decision-making
- Ensuring coordination and cohesion between the clinical team and the Society's various departments
- Compile and analyse clinical statistics for activity reports and financial statements
- Manage the clinical service's budget
- Collaborate with the Communications team to share external information regarding the clinical services (articles, interviews, promotional material, etc.)
- Collaborate with Philanthropy team to monitor and re-issue funding applications
- Create and maintain a network of partners and collaborators, including community players and those in the healthcare network
- Representing the Alzheimer Society in dealings with external players to ensure the visibility and development of clinical services.

You will have access to ...

- A competitive salary and attractive social benefits
- A permanent position of 35hrs/week, including flexible hours to ensure work-life balance
- Possibility to work in remote up to 3 times a week
- Friday afternoons offered during the summer
- 10 days off for personal and medical reasons
- 10 days of vacation offered the first year of employment
- Offered training
- Free parking and main office close to a metro station
- A dynamic and human work environment that makes work meaningful.

For this, you'll need ...

- Training or significant experience in social work, psychology and/or social intervention with people living with a neurocognitive disorder and family carers
- Significant experience in clinical supervision (intervention) and team management
- Expertise in neurocognitive disorders. Ability to tailor interventions to individual needs using a person-centered approach
- Ability to propose creative solutions to optimise practices and anticipate technical problems thanks to a proactive analytical approach
- Strong professional network
- Fluency in French and English is required in order to provide written and verbal assistance to a non-French-speaking clientele representing approximately 40% of the Society's clientele.

Our mission

To alleviate the social and personal consequences of Alzheimer's disease and related disorders through the development and delivery of leading-edge intervention, care and support services in Montreal.

Throughout the recruitment process, let us know if you need any accommodation, adaptation or support related to a particular situation. This will enable us to suggest measures to make your recruitment experience with us easier. Our premises are accessible and adapted. We can also provide you with additional directions for optimal travel, if necessary.

The Alzheimer Society of Montreal is committed to promoting equal opportunities for all. We value diversity in all its forms among our staff and encourage applications from all backgrounds.

JOIN OUR TEAM !

Send your CV to Eloi
Rouillard
rh@alzheimermontreal.ca

Learn more :

<https://alzheimermontreal.ca/emplois/>
(514) 369-0800

