



Winnipeg Mennonite Seniors Care Inc.

HEALTH RESOURCE COORDINATOR

August 2014

BACKGROUND:

Lindenwood Manor and Terrace are assisted living residences for seniors. They are owned and operated by Winnipeg Mennonite Seniors Care Inc. The Mission of the Board of Directors and the sponsoring churches is to provide seniors with a wide range of housing, recreational, social, and spiritual services in a caring supportive Christian community.

POSITION ABSTRACT:

This 40 hour per week position is responsible for the assessment and evaluation of the needs of residents in the assisted living portion of the WMSCI campus. The position will involve initial intake as well as ongoing assessment of resident needs. The position will also require referral, communication, and liaison service coordination both internal and within the greater community. This person will be an advocate for the residents, and perform administrative duties as required. The main focus is to assist residents and employees in fostering aging in place.

REPORTING RELATIONSHIP:

Directly to the Spiritual Care Director

QUALIFICATIONS:

Knowledge and understanding of the aging process, and special needs in this regard including assessment skills to help determine levels of need. Experience working with the elderly. Excellent written and verbal communication skills. A broad knowledge of community health/social resources for seniors. Ability to liaison with a wide spectrum of services both internally and within the community. Post-secondary education or a certificate in a social science, or other related discipline preferred. Proficiency in Microsoft Office required.

QUALITIES:

The ability to work in a team setting and provide leadership in advocating for residents. A commitment to the mission and vision of the organization, and a support of Christian values. Individual initiative and flexibility. The ability to clarify one's own responsibilities and accountabilities with others. The ability to approach challenges as opportunities, and collaborate with staff and others to develop innovative solutions.

Please forward résumés, with a covering letter including salary expectations, by August 27th 2014, to Lois Litz. Email llitz@lindenwood.ca, or fax 204-487-1070. Considered candidates will be contacted.

Lindenwood Manor
475 Lindenwood Dr. E.
Winnipeg, MB, R3P 2P3
Ph: 204-475-9990

Lindenwood Terrace
490 Lindenwood Dr. E.
Winnipeg, MB, R3P 0Y5
Ph: 204-489-2112

Lindenwood Estates Inc.
495 Lindenwood Dr. E.
Winnipeg, MB, R3P 2R7
Ph: 204-475-9990

Lindenwood Villa Inc.
500 Lindenwood Dr. E.
Winnipeg, MB, R3P 1B1
Ph: 204-475-9990