



University
of Victoria

Job Title	Ability411 Coordinator
Start Date	January 2 – March 31, 2018, with possibility of one-year renewal
Length of Contract	3 months full time
Salary	\$50,000 to \$70,000 per year (pro-rated, and based on experience)
Deadline	Nov. 10, 2017

What is CanAssist?

CanAssist is a university-based organization dedicated to developing and delivering technologies, programs and services that improve the quality of life of those with special needs. More information on CanAssist can be found at www.canassist.ca

What is Ability411?

Ability411 is a new web service of CanAssist that is expected to be launched in February 2018. Ability411 will answer questions from the public and provide practical information about technologies, tools and equipment that increase independence and well-being for BC seniors, and support their families and care teams.

Position description:

The Ability411 Coordinator is a new position and an exciting opportunity for someone with excellent writing and research skills and a background in the health sector. The successful candidate will respond by email to questions from seniors and their care providers about assistive technologies.

Responsibilities:

Specific activities will include: researching existing technologies; composing written answers to questions; working with health-sector professionals (as needed) in developing answers; posting content to the Ability411 website (training will be provided); and other tasks.

Qualifications:

The ideal candidate has experience in the health sector, as well as superb writing and research skills. The minimum requirement is five years' work experience and a diploma in the health or social services sector. This role requires excellent judgement, attention to detail, accuracy and understanding of the importance of confidentiality. While the role involves working well with the CanAssist team at UVic, the candidate must also be a self-starter and be able to work effectively on his or her own.

This position would be especially suitable for someone with an understanding of the health sector, seniors and/or assistive technologies, and proven communications skills.

Submission Requirements and Contact Information:

Please submit, in PDF format, a cover letter, resume and contact information for three references to Vicky Irvine, Operations Manager, CanAssist at the University of Victoria **by 4:00 pm, Friday, Nov. 10, 2017**. Late applications will not be considered. Applications may be submitted by fax (721-7299), or via email attachments (vcirvine@uvic.ca). Only those candidates selected for interviews will be contacted.