



Volunteer Services Coordinator

Be a leader. Serve the community. Make things happen. Our vision is a world which understands and embraces hospice palliative care. For the ideal candidate the role of Volunteer Services Coordinator is more than a job – it's your passion.

Founded in 1989, The Dorothy Ley Hospice is a Volunteer-based community service organization offering compassionate care to people living with the challenges of a life-limiting illness or loss. The Hospice offers both community support and residential care to meet the physical, emotional, spiritual and support needs of individuals diagnosed with a life-limiting illness, helping them to live life to the fullest.

The Volunteer Services Coordinator will have the pleasure of coordinating the activities of a Volunteer base sufficient to meet the needs of the Hospice's services and operations. The Volunteer Services Coordinator recruits, screens, trains, places, supervises, and documents and honours the contributions of, nearly 200 active Volunteers. And it's time to grow the base. The Volunteer Services Coordinator serves as a Volunteer advocate, identifying opportunities for engagement, keeping communications open, and promoting a meaningful experience for each and every Volunteer. The Volunteer Services Coordinator will network in the community, taking an active role in community engagement and public education activities about hospice palliative care and promoting the Dorothy Ley Hospice and Volunteer opportunities.

We are looking for a warm, genuine, committed individual with a Bachelor degree and a Volunteer Management Leadership Certificate (PAVRO preferred) and a minimum of five years of experience in a health care environment engaging a diverse collection of Volunteers. Experience in and a sound understanding of Hospice Palliative Care would be a definite asset. This is a full-time permanent position. If you are interested, please provide a covering letter explaining how your skills and experience make you the right person for this position, accompanied with your resume, to David Colgan, Executive Director, at dcolgan@dlhospice.org by October 2, 2017. For information about The Dorothy Ley Hospice go to www.dlhospice.org

The Dorothy Ley Hospice is an equal opportunity employer.