

<b>Position Title:</b>	<b>Case Aide Volunteer</b>
<b>Department/Program</b>	Clinical Services
<b>Position Available:</b>	40 positions
<b>Location:</b>	Community (within City of Toronto)
<b>Time/Date Required:</b>	Monday-Friday within office hours (9am-5pm)
<b>Description of Program:</b>	Case Aide Volunteers will work closely with Mental Health Workers in facilitating the recovery of our clients and/or assist with their reintegration in living independently in the community
<b>Role &amp; Responsibilities:</b>	<ul style="list-style-type: none"> <li>i) Escort clients to appointments (i.e., medical appointments, injections, etc.)</li> <li>ii) Support clients with interpretation/translation needs.</li> </ul>
<b>Requirements:</b>	<ul style="list-style-type: none"> <li>• 18+ and have graduated from high school.</li> <li>• Education in Social Services, Psychology and/or Mental Health is an asset.</li> <li>• Ability to work collaboratively with clients, staff and other individuals involved on the care team.</li> <li>• Knowledgeable of using public transit (i.e., TTC) to escort clients to and from their appointments</li> <li>• Friendly, patient, and empathic towards people with mental health challenges &amp; mental illness.</li> <li>• Proficiency in the use of computers and various software programs (such as Microsoft Teams).</li> <li>• English proficiency (both oral and written communication skills), and a second language/dialect (Cambodian, Cantonese, Mandarin, Korean, Vietnamese) required.</li> </ul>
<b>Other Commitments:</b>	<ul style="list-style-type: none"> <li>• Obtain a satisfactory result of the Vulnerable Sector Check</li> <li>• Attend interview and provide two contacts for reference check</li> <li>• Attend volunteer orientation and case aide training(s) as required</li> <li>• Must be available to provide <b>at least 5 hours of service each month for a minimum of 6 months</b> (volunteer service hours are mainly on weekdays daytime)</li> <li>• On-going communication with program staff</li> </ul>
<b>Application Deadline:</b>	<b>December 29, 2023 or until positions filled</b>
<b>Email Application To:</b>	<a href="mailto:caseaide@hongfook.ca">caseaide@hongfook.ca</a>