



**Employment Opportunity: Permanent, part time Program Manager, Whitehorse, Yukon**

Hospice Yukon Society is a not-for-profit, charitable organization located in Whitehorse, Yukon that offers its employees the opportunity to work with a passionate team of staff and volunteers in a supportive, caring environment. We offer a competitive benefits plan, encourage creativity and flexibility in our work to meet the needs of our clients.

Our vision is to enhance the quality of life for all Yukoners facing death and bereavement. As a community-based organization and part of a continuum of services, we offer end-of-life and bereavement care to Yukoners through compassionate support, public education and informed advocacy.

The Program Manager will be someone with strong leadership skills, who is passionate about improving the lives of Yukoners through compassionate care, education and who is enthusiastic about creating compassionate workplaces and communities.

The pay range is \$24.00-\$32.00/hour, 25 hours per week.

**Qualifications:**

- Certificate, Diploma or Degree in Volunteer Management, Social Sciences or equivalent work or volunteer experience
- Experience instructing, developing and coordinating educational courses and programs
- Client experience in bereavement support and/or palliative care
- Previous experience working with First Nations communities or other cultures would be an asset
- RCMP Criminal Records Check and Valid Yukon Driver's License.

**Responsibilities:**

- Coordinate planning and delivery of program services
- Develop and deliver public and professional educational presentations
- Measure and evaluate program delivery, implementation and outcomes
- Recruit, coordinate, plan, facilitate and measure training of volunteers
- Organize and facilitate client support groups.

If you would like to become a part of this dynamic team of individuals working to improve the lives of Yukoners and their loved ones, please contact Stacey @ 633.8992 or [stacey@hospiceyukon.net](mailto:stacey@hospiceyukon.net) for a detailed job description.

**Cover letter and resume can be submitted to:**

Stacey Jones, Executive Director

By email: [stacey@hospiceyukon.net](mailto:stacey@hospiceyukon.net)

or by mail: Hospice Yukon Society

409 Jarvis Street, Whitehorse, Yukon Y1A 2H4

**Deadline: 3:00 p.m. July 31, 2018**