Inclusion Alberta

Supporting children and adults with developmental disabilities for 60+ years

Job Title	Educational Facilitator, Inclusive Post-Secondary Education at Medicine Hat College
Reports to	Coordinator, Inclusive Post-Secondary Education at Medicine Hat College

Inclusion Alberta, as a family advocacy organization, is committed to providing individuals with developmental disabilities and their families with personalized advocacy that contributes to a meaningful and inclusive life.

Inclusion Alberta, in partnership with Medicine Hat College, is seeking a full-time Educational Facilitator to support the inclusion of students with a developmental disabilities.

The Educational Facilitator will contribute to a team that facilitates the inclusion of students with developmental disabilities in all aspects of academic & campus life within the Medicine Hat College campus and greater Medicine Hat community.

Duties and Responsibilities:
- Facilitate meaningful student participation in a wide range of classes; for example, help students prepare so they contribute to class discussions and coursework, meaningfully participate in group assignments, demonstrate their learning in thoughtful ways, etc.
- Facilitate relationships amongst classmates by helping the student with a developmental disability participate in a variety of learning activities, campus activities, events, clubs, associations, (such as intramurals, orientation events, etc.)
- Help student contribute to and benefit from all aspects of campus life and in the Medicine Hat community
- Collaborate with faculty, post-secondary staff, and students' families to support students' full engagement and active membership in their specified program of study, the college, and community at large
- Provide support to faculty members and instructors to develop individualized course expectations, academic modifications, and teaching adaptations to support student learning, engagement, and relationships with classmates
- Network and collaborate with faculty members, business owners, managers, employers, and other community members to develop job and career opportunities in the students' chosen field of study

- Support students, employers, & co-workers on job sites to ensure positive employment experiences for everyone involved
- Thoughtfully strengthen and foster community capacity for meaningful inclusion of people with developmental disabilities
- Actively collaborate with and positively support Inclusion Alberta team members
- Regularly & actively engage in critical reflection and dialogue (both individually and as a team member) about inclusion

Qualifications:
- Deep & abiding commitment to inclusion (as demonstrated by one's experiences & contributions to community)
- Experience with Inclusive Post-Secondary Education, and/or community development and/or inclusion
- Exhibit the highest level of professionalism
- Excellent communication, interpersonal, collaborative, networking, and organizational skills are required
- Dedicated learner, reflective practitioner, and committed to one's professional development
- Astute critical thinking skills and problem-solving abilities
- Can work effectively both independently and collaboratively
- Comfortable with public speaking and community development (approaching new people)
- Regularly and quickly prepare written reports for multiple audiences
- Hours of work are primarily during the day but may require some evenings & weekends & do require some flexibility
- Current criminal record clearance is required, and personal vehicle is an asset

Working Conditions:
This position will be located in Medicine Hat, Alberta and will require the successful candidate to be on campus.

The position is a full-time, permanent with a salary to commensurate with experience. Only candidates selected for interviews will be contacted. Competition closes when a suitable candidate is found.

Please forward your resume and cover letter as one file in PDF format with the subject line "Educational Facilitator – Medicine Hat College" to Jaime Skidmore, Regional Coordinator of Inclusive Post-Secondary Education at jskidmore@inclusionalberta.org