

Hospice Calgary is a non-profit organization serving the Calgary community for over 30 years.

Through our three centres of care, we support children, teens, and adults through the grieving process as they face advanced illness or the death of someone in their life. We promise to have the difficult conversations about death, dying, and grief while honouring each unique experience of grief.

Our Mission, Vision, and Values

Mission: To help people find hope and well-being through the provision of compassionate support and exceptional care during advanced illness, end-of-life, and grief.

Vision: People of all ages can live well in their unique experience through illness, death, and grief.

Values: Authenticity • Compassion • Dignity • Empathy • Equity • Ethical Practice • Excellence • Family-Centred Care • Inclusiveness • Integrity • Respect • Responsiveness

What We Offer

Hospice Calgary believes people are the key to what we do. Each person is seen, welcomed, and recognized for who they are so that they can be their best selves.

- Working within a dynamic, collaborative, and fun-spirited team
- Vacation, sick, and wellness benefits
- Annual professional development
- RRSP matching program.
- Extended health benefits.

Submit cover letter and resume to
hiring@hospicecalgary.ca

Only qualified applicants will be contacted.

Companion Program Coordinator – 1.0 FTE Permanent

Hospice Calgary is seeking a passionate, relationship-driven Companion Program Coordinator to join the Osten-Victor Living with Advanced Illness team in a full-time, permanent role.

Working within an interprofessional team, this role leads the day-to-day coordination of the Companion Program and oversight and support of the Companion Program and Bereavement Telephone Support Program Volunteers.

The coordinator supports participants and volunteers, including participant onboarding, home and community visits, and matching participants with companion volunteers. The role also supports program development, implementation, coordination, and evaluation.

THE IDEAL CANDIDATE IS:

- **Is Passionate About Building Positive Relationships** - Committed to meaningful client engagement, building trust, understanding individual interests and needs, and training and supporting volunteers.
- **Is a Self-Starter- Professional & Organized** - Empathetic, confident, organized, creative, and committed to client/patient and family-centred care.

REQUIRED QUALIFICATIONS & COMPETENCIES

- Diploma or bachelor's degree in social work, psychology, education, nursing, counselling, or another related field.
- Knowledge of, and commitment to, the philosophy of hospice care regarding the needs of patients with advanced illness diagnoses and bereavement.
- Minimum of 2 years of palliative care experience preferred.
- Program development and coordination experience is an asset.
- Previous experience with volunteer management preferred.
- General computer skills with experience with Excel, Word, and PowerPoint. Confident with data entry.
- Time management and organization skills.
- Strong written and verbal (telephone, 1:1 and group) communication and presentation skills.
- Valid Alberta Class 5 driver's license, own transportation and \$2million liability insurance required.