



# Indigenous.Link

Canada's fastest growing Indigenous career portal, Careers.Indigenous.Link is pleased to introduce a new approach to job searching for Indigenous Job Seekers of Canada. Careers.Indigenous.Link brings simplicity, value, and functionality to the world of Canadian online job boards.

Through our partnership with Indigenous.Links Diversity Recruitment Program, we post jobs for Canada's largest corporations and government departments. With our vertical job search engine technology, Indigenous Job Seekers can search thousands of Indigenous-specific jobs in just about every industry, city, province and postal code.

Careers.Indigenous.Link offers the hottest job listings from some of the nation's top employers, and we will continue to add services and enhance functionality ensuring a more effective job search. For example, during a search, job seekers have the ability to roll over any job listing and read a brief description of the position to determine if the job is exactly what they're searching for. This practical feature allows job seekers to only research jobs relevant to their search. By including elements like this, Careers.Indigenous.Link can help reduce the time it takes to find and apply for the best, available jobs.

The team behind Indigenous.Link is dedicated to connecting Indigenous Peoples of Canada with great jobs along with the most time and cost-effective, career-advancing resources. It is our mission to develop and maintain a website where people can go to work!

Contact us to find out more about how to become a Site Sponsor.

Corporate Headquarters:

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# Job Board Posting



Careers.Indigenous.Link

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## PROGRAM COORD DISABILITY SERVI

<b>Job ID</b>	<b>63268-7990</b>	
<b>Web Address</b>	<a href="https://careers.indigenous.link/viewjob?jobname=63268-7990">https://careers.indigenous.link/viewjob?jobname=63268-7990</a>	
<b>Company</b>	McMaster University	
<b>Location</b>	Hamilton, ON	
<b>Date Posted</b>	From: 2024-06-20	To: 2050-01-01
<b>Job</b>	Type: Full-time	Category: Education

### Description

**Job Summary:** Responsible for overseeing and delivering continuing and/ or temporary disability related education and academic accommodations, holistic support, and supportive counselling services to students with a wide range of disabilities. Perform assessment of students' needs for the purpose of implementing academic accommodations suitable for the learning environment. Assist with access to funding supports. Complies with institutional policies and procedures, provincial and federal regulatory and statutory requirements and demonstrates and applies principles of equity, diversity, inclusion and accessibility.

**Purpose and Key Functions:** Provide on-going supportive counselling and advocacy supports to students with disabilities and refer students to appropriate holistic university and community support systems and services as necessary. Conduct individualized and in-depth accommodation-related assessments and interviews with current and prospective students, parents/ guardians, resource supports, etc. to determine the most appropriate academic accommodations required and the duration (i.e., a temporary accommodation or a continuing). Conduct intakes and regular re-assessments, to determine the academic, educational and other disability related needs of students and screen/ assess functional limitations related to temporary and permanent disabilities. Complete analyses and interpretation of evaluation data obtained regarding disability services within the University. Respond to students' crises, escalation of symptoms, emergencies and urgent situations to best meet student and University identified needs. Use professional judgment to respond to signs of psychological distress, including signs of suicide risk or suicide ideation. Develop, coordinate, implement and monitor appropriate individual disability-related (academic accommodation) education plans for students with disabilities. Using a strengths-based approach, counsel students on health issues related to their learning and the effects of their disability and provide them with learning strategies to support. Provide case management support to students requiring coordination of multiple services. Arrange, coordinate and schedule the provision of support services including, but not limited to, note takers, interpreters, captioners, and other appropriate resources. Ensure, and follow-up as necessary, on individual student disability-related education plans and accommodations, to ensure equitable access is arranged for students. Regularly review and assess documentation (including medical / psychological documentation) from a variety of sources, as it relates to the determination of appropriate academic accommodations. Consult with health care providers or other university officials to assist the University in meeting its human rights obligations. Provide input into the design and delivery of all student accessibility services to students including, but not limited to, assistive technologies, learning strategies, transition, test and exam administration, clinical or practicum site accommodations, alternative format or captioning / describing audio-visual materials, etc. Research and recommend alternative approaches and possible accommodation solutions as part of the duty to accommodate. Work in collaboration with Faculty advisors, staff and other campus professionals regarding academic and disability-related services and needs of students. Follow best practices, manage conflicts between university policies and student needs, deal with issues of disclosure, follow provincial and federal regulations, related to privacy / confidentiality and promote the need for atypical accommodation. Follow recommended guidelines, systems, prescribed and non-prescribed processes when supporting and documenting student interactions and accommodation plans. Participate as prescribed in Crisis Response situations as required by the University's official crisis response plan. Develop and deliver presentations, seminars and workshops on campus to the University community to facilitate awareness of disability issues, attitudes, and provide coaching and advice. As a subject matter expert, demonstrate understanding of various policies such as the Occupational Health and Safety Act. Recommend allocation of resources and support systems by academic and administrative departments/Faculties in the accommodation of

students. Make referrals and/or recommendations for scholarship awards, internal and external bursaries, and other funding supports. Collect and obtain quotes for bursary requests. Refer individuals to community resources for support and diagnosis of disability (in areas of cognitive impairment such as learning disability assessments, ADHD assessments, concussion and brain injury assessments, autism spectrum disorders, etc.).

- Provide support to families on education and disability-related needs. Determine in consultation with students, parents and health care providers, to whom a referral should be made for psychological, neuro-psychological or psycho-educational testing and most appropriate type of testing. Consult with school board staff, teachers, and special education support staff with regard to post-secondary education for individuals with disabilities. Consult with physicians, psychiatrists, psychologists, therapists, social workers, counselors and health care practitioners regarding students' needs and following, where appropriate, any prescribed recommended supports or accommodations. Write and retain comprehensive case notes pertaining to client history, annual progress, accommodations and treatment plans. Design forms and records to gather and maintain data to be used when determining appropriate student and departmental needs. Research information related to disability, medication, access technology, specific psychological and psychiatric conditions and other disability related needs. Represent the department at University organized showcase or information fairs. Keep abreast of various types of psychological and psycho-educational assessment tools used to diagnose and recommend accommodations for students with psychological, cognitive and acquired brain injuries/disabilities, and understand the tools' impacts. Understand all aspects of Faculty policies and academic program requirements at all levels, to determine and promote student academic accommodation needs. Remain current on disability related matters, service delivery models, theories of disability, accommodations, policies and best practice guidelines.

Supervision: Provides functional guidance to others on an ongoing basis. Requirements: Masters degree in Occupational Therapy Education, Psychology or Counselling and/or a relevant disability related field such as rehabilitation services. Requires a minimum 3 years of relevant experience.

Additional Information: Position requirements: Experience with accommodations for disability for health professions education in the clinical environment. Working knowledge or willingness to learn about physician training, the structures of postgraduate medical education, and the unique aspects of various clinical training environments. Ability to collaborate closely with Faculty and administrative staff. Ability to prioritize among competing requests.

Strong communication skills with a preference to those with advanced communication training in having difficult conversations. This position may require you to work outside of your regular work schedule including evenings and possibly weekends to meet operational demands (in particular, this may be when PGME learners are available to meet). This is also a hybrid role, that requires both an in person and work from home schedule.

For more information, visit McMaster University for PROGRAM COORD DISABILITY SERVI