

## Vocational Rehabilitation Specialist

### You'll feel great about a career with March of Dimes Canada

At March of Dimes Canada, **our collective work matters**. As a leading national charity backed by a history of more than 70 years of impact, we're dedicated to being Canada's leading service provider, resource, and advocate, empowering people with disabilities to live and thrive in communities nationwide. Our collective efforts are rooted in our **Purpose, Vision, and Mission**, which inform how we drive all our work forward.

- **Purpose:** Champion equity. Empower ability.
- **Vision:** An inclusive, barrier-free society for people with disabilities.
- **Mission:** To be Canada's leading service provider, resource, and advocate, empowering people with disabilities to live and thrive in communities nationwide.

Skills Development and Employment ensures that people with disabilities find and keep meaningful jobs by matching them with employers seeking qualified job candidates. In addition, they offer support with assessments, rehabilitation and child and youth programs.

### The opportunity

The **Vocational Rehabilitation Specialist (VRS)** provides direct vocational rehabilitation services to adults facing employment barriers. This role involves delivering a range of services including skills and interest assessments, confirmation of suitable employment options, individualized employment planning, active job search support, and follow-up to ensure successful employment outcomes. The VRS works closely with clients to support their career goals and facilitate workforce integration, contributing to high-quality rehabilitation outcomes.

Services are delivered under **Workplace Safety and Insurance Board (WSIB) and Canada Pension Plan – Disability (CPP-D)** agreements, ensuring alignment with contractual, regulatory, and organizational requirements.

Reporting directly to the **Program Manager, Skills Development and Employment (Rehabilitation Portfolio)**, the VRS ensures that services are delivered in alignment with program objectives, organizational policies, and applicable legislation, while promoting service excellence and continuous improvement.

## Responsibilities

### Key Responsibilities:

- Accept referrals and review client plans/documentation from WSIB or CPPD.
- Provide vocational rehabilitation services to adults facing employment barriers.
- **WSIB-focused activities:**
  - Confirm suitable employment opportunities for return-to-work.
  - Advise and support clients in active job search strategies, including resume preparation, interview techniques, and employment planning.
  - Follow up on placements to ensure successful integration.
- **CPPD-focused activities:**
  - Conduct vocational assessments and professional exploration to determine career pathways.
  - Document suitable employment and develop individualized rehabilitation plans.
  - Provide ongoing follow-up to support implementation of rehabilitation plans and program objectives.
- Conduct labour market research and transferable skills analyses.
- Collect and share information on labour market trends, professional requirements, and access conditions.
- Negotiate employment opportunities with employers as needed.
- Ensure client satisfaction and adherence to quality standards.

### Qualifications and Experience:

- Minimum **3 years of relevant experience** in vocational rehabilitation, employability, career guidance, or related fields.
- Member or eligible for membership in a professional association (CVRP, VRA Canada, OCCOQ).

- Strong knowledge of the labour market.
- Bilingual (English/French) considered an asset.
- Excellent oral and written communication skills.
- Strong organizational, negotiation, and problem-solving skills.
- Access to a vehicle and a valid driver's license required.

### **Important Details**

- Hybrid work arrangement (as applicable).
- This role supports rehabilitation services within the Skills Development and Employment portfolio, with a focus on WSIB and CPP-D funded programs.
- **Location:** 237 Camelot Street, Thunder Bay, P7A 4B2
- **Salary:** \$56,632 per annum

### **Questions about working at March of Dimes Canada?**

Whether starting or advancing your career with us, you'll feel great knowing that you're:

- Contributing to our important mission: **creating real change for people with disabilities**
- Joining a **leading national charity** with a history of impact and a future full of possibility
- Enjoying **industry-leading employment incentives and benefits**
- Supported in your **professional growth, development, and success**
- Included in our **empathetic and supportive work culture**

Learn more about why we're a great employer at [marchofdimes.ca/careers](https://marchofdimes.ca/careers).

For general inquiries, you can reach us at [recruitment@marchofdimes.ca](mailto:recruitment@marchofdimes.ca)

**We value the health & safety of our employees!**

MODC is committed to ensuring a healthy and safe work environment. We encourage all current and prospective employees to receive Covid-19 vaccinations and booster doses as recommended by Public Health. This reflects our dedication to safeguarding the health and wellbeing of our workforce.

### **Need accommodations? We're here to help!**

MODC is committed to a workforce that is reflective of the diverse populations we serve. We welcome applications from qualified individuals from all backgrounds and abilities. In accordance with accessibility and human rights legislation across Canada, MODC will provide accommodations to job applicants with disabilities and other protected needs. If you require accommodation, please notify us and we will work with you to meet your needs. We are committed to a selection process and work environment that is inclusive, equitable, accessible, and barrier-free.

### **Our Reconciliation, Equity, Accessibility, Diversity, and Inclusion (READI) approach**

MODC is dedicated to building and advancing an inclusive and welcoming culture. It's also why we're focused on attracting, retaining, and supporting diverse people. Thanks to our progressive practices, team members of all abilities and backgrounds are encouraged to access the opportunities and supports they need to grow, thrive, and succeed. Our READI approach is rooted in our shared belief that championing equity and empowering ability starts by investing in our team members— and in our shared culture — so that we all feel included, safe, and confident at work every single day.