Job Posting

Interested applicants are asked to submit their resume and cover letter to careers@oakridgeshospice.com by the posting expiry date.

Job Title:	**Supportive Care Coordinator**
Reports To:	Supportive Care Lead
Posting Date:	11/26/2026
Posting Expiry Date:	12/31/2026
Job Summary:	As a key member of the interdisciplinary team the Supportive Care Coordinator is responsible for assisting with the delivery of the Palliative Care Approach with a focus on the psychological, social, emotional, spiritual, grief and bereavement domains of care at Oak Ridges Hospice. The Supportive Care Coordinator will provide support primarily to the residents, their families, and at times to staff and volunteers. The Supportive Care Coordinator will also coordinate the Grief and Bereavement volunteer program in collaboration with the Supportive Care Lead.
Job Duties:	• Psychological, emotional, social and spiritual support to palliative clients and their family. This could include supporting residents and caregivers on topics such as death and dying, existential meaning and purpose, spiritual distress, legacy work, culture, self-esteem, dignity, adaptation to illness and its consequences, social functioning, funeral planning, relationships, communication, spiritual well-being and grief and loss. • Assessment for each resident/client, including a care plan, which is to be regularly updated. • Debriefing with Hospice staff and volunteers when difficult situations arise in their work and when a client's death or a series of deaths significantly impact them. • Group facilitation and education on an as needed basis to support the work and mandate of Oak Ridges Hospice (e.g. volunteer training session, community engagement, etc.) • Documentation in resident/clients charts • Support the resident and their family by attending case/family conferences • Conducts intake assessments • Provides "in person" and "virtual" grief and bereavement support (one-on-one and group) to residents/clients, families, staff, and volunteers; makes referrals to services and resources in the community, as required • On-call availability for supportive/spiritual care crises • Coordination and facilitation of events related to Grief and Bereavement • The Supportive Care Counsellor will support the development of our Grief and Bereavement Volunteer program, including complementary therapies.

Qualifications:	• Masters degree in Social Work, Theology, Counseling, Psychology or other related field would be an asset • Additional education in supporting residents who are dying and their caregivers including in their bereavement journey • Membership in a regulated health profession • Demonstrated experience in hospice palliative care is preferred • Ability to demonstrate compassion, empathy, integrity, respect, courtesy and a caring attitude in all interactions • Outstanding interpersonal, communication, group facilitation and organizational skills. • Ability to work flexible hours including possibility of on-call rotation. • Pre-existing knowledge of community health and social service resources an asset. • Computer literacy. • Current and original copy of a satisfactory Criminal Records Check, Vulnerable Sector Search and Child Abuse Registry Check is required upon the start of employment. Oak Ridges Hospice recognizes the importance of immunization to protect our residents, team members and visitors from COVID-19. As such, a condition of employment with Oak Ridges Hospice is requiring that all employees and new hires have received all required doses of a COVID-19 vaccine approved by Health Canada. Oak Ridges Hospice is an affirming organization supporting the Ontario Human Rights Code which states that every person has a right to equal treatment with respect to employment without discrimination or harassment because of race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, gender identity, gender expression, age, record of offences, marital status, family status or disability.
Hours:	• Full-time, 30 hours per week with on-call availability.
Pay:	• $30.09-$31.98 per hour. • Group Benefit Plan with Health Care Spending Account • Group RRSP