

**Internal  / External   
20-02**

<b>Position:</b>		<b>VISION SCREENER</b>		<b>Number of Positions:</b>	<b>2</b>
<b>Classification:</b>	CASUAL	NON-UNION	<b>FTE:</b>	CASUALLY AS REQUIRED	
<b>Department:</b>	CLINICAL SERVICE		<b>Program:</b>	VISION SCREENING	
<b>Location:</b>	BARRIE - CLINIC		<b>Anticipated Date of Hire:</b>	FEBRUARY 10, 2020	
<b>Salary Range:</b>	\$24.74 – \$27.73 HOURLY		<b>Position Duration:</b>	JUNE 26, 2020	
			<b>Posting Date:</b>	JANUARY 8, 2020	
<b>Criminal Record Check:</b>	Required <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		<b>Vulnerable Sector Screening:</b>	Required <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
<p><b>Purpose of Position:</b> The school vision screener will conduct vision screening as outlined in the Ontario Public Health Standards: Requirement for Programs, Services, and Accountability and in accordance with health unit policy.</p>					
<p><b>Responsibilities:</b></p> <ul style="list-style-type: none"> <li>• Provide vision screening and visual health navigation for children;</li> <li>• Contribute to team and Agency effectiveness.</li> </ul>					
<p><b>Specific knowledge, skills, abilities:</b></p> <ul style="list-style-type: none"> <li>• Intermediate oral communication and interpersonal skills including active listening skills and the ability to deal with clients in routine and challenging situations;</li> <li>• Non-judgmental;</li> <li>• Responsible and reliable;</li> <li>• Flexible and adaptable to change;</li> <li>• Ability to exercise strict confidentiality, good judgment and diplomacy;</li> <li>• Satisfactory Criminal Reference Check;</li> <li>• Basic ability to organize and prioritize work;</li> <li>• Basic skills in Microsoft Word and Outlook;</li> <li>• Basic keyboarding skills;</li> <li>• Basic written communication skills including the ability to communicate ideas effectively via email;</li> <li>• Demonstrated ability to maintain consistent, accurate documentation;</li> <li>• Valid driver's license and reliable vehicle or the ability to travel in a timely and efficient manner to locations within the health unit district;</li> <li>• Able to work independently and to function effectively as a member of a team;</li> <li>• Fluency in a second language is an asset.</li> </ul>					
<p><b>Education:</b></p> <ul style="list-style-type: none"> <li>• Secondary School Diploma, or a General Education Diploma (GED). Ability to read &amp; write English.</li> </ul>					

**Related Experience:** At least 1 year's related experience (e.g. work with young children, volunteer work in community).

**Preference will be given to candidates with the following qualifications which are considered assets in this competition:**

- French Language Skills

**Deadline: 4:00 pm, TUESDAY, JANUARY 14, 2020**

*This is an internal non-union posting. External applicants may be considered when the internal recruitment process does not result in a successful internal candidate.*

If interested in applying for this position, forward résumé with cover letter to Human Resources at [hr@smdhu.org](mailto:hr@smdhu.org) referencing posting #20-02 in the subject line

For internal SMDHU applicants interested in applying for this position, please forward your completed application to Human Resources at [hr@smdhu.org](mailto:hr@smdhu.org) referencing posting #20-02 in the subject line. Your formal application consists of submitting both an up to date résumé and a separate cover letter outlining how you meet the requirements and qualifications of this position. Please ensure you indicate in your application that you have the requirements and qualifications listed for this position otherwise it will be deemed you do not have them.

**For External Applicants Only:**

If interested in applying for this position, forward résumé with cover letter to Human Resources at [hr@smdhu.org](mailto:hr@smdhu.org) referencing posting # 20-02 in the subject line.

Due to the large volume of applications we receive, and to ensure your application is given due consideration, we kindly request all applications for this position include both an up-to-date resume, and a detailed cover letter including specific examples of how you meet the required qualifications and skills for this position. The cover letter is to clearly identify:

- a. How your education meets the educational requirements listed.
- b. How your experience meets the experience requirements listed.
- c. How your experience meets each of the required knowledge, skills and abilities listed.
- d. How your education and/or experience meet each of the listed assets, which are considered preferences.

Applicants who fail to satisfactorily provide the information requested above in their cover letter will be deemed to not meet the minimum job requirements listed in this job posting. Accordingly, their application will not be considered in this competition.

Following submission of your e-mailed cover letter and resume, you will receive a standard reply e-mail confirming your e-mail was received by SMDHU. If you do not receive this confirmation e-mail your electronic application was not received and you will not be considered. Also, if SMDHU's confirmation e-mail is dated/timed after the posting deadline, your application will not be considered.

**If selected for an interview, candidates may be assessed through testing and/or by providing a presentation/portfolio highlighting examples of their work that is applicable to the position being applied to.**

*The Simcoe Muskoka District Health Unit is an equal opportunity employer. Accessibility accommodations are available for all parts of the recruitment process upon request. Due to the number of qualified applications we receive, only those selected for an interview will be contacted. All candidates must be legally entitled to work in Canada.*