

Learning Designer / Adult Education Facilitator Edmonton Seniors Coordinating Council



The Edmonton Seniors Coordinating Council (ESCC) is a membership-based organization that works with senior service agencies and other stakeholders in the seniors sector to build an Age Friendly Edmonton and enhance the lives of all Edmonton seniors. Our membership consists of more than 50 senior-serving and supporting organizations in the metro Edmonton area that provide community supports to seniors.

ESCC is recruiting a Learning Designer / Adult Education Facilitator. This position will be responsible for co-leading/co-facilitating a team to develop, promote, implement and evaluate a plan for community-based learning that supports the goals of the P·E·G·A·S·I·S (Pan-Edmonton Group Addressing Social Isolation of Seniors) project.

Duties and Responsibilities:

- Co-lead/facilitate a working team to mine knowledge and design learning activities, based on partners' experiences from the first 2.5 years of the PEGASIS initiative
- Build constructive relationships with Backbone staff, partners, stakeholders, project participants and volunteers
- Co-design draft work plans and advise team members on courses of action;
- Apply knowledge of educational learning principles, learning styles, and facilitation methods for the benefit of target audiences;
- Research and/or develop appropriate content/curriculum, based on the learning needs of culturally diverse and multi-skill level adult learners;
- Advise on, plan and implement a variety of instructional delivery methods, that include group or individualized instruction in settings that encourage and support learning;
- Participate in planning and implementing evaluation activities. This may include conducting interviews, designing surveys, analyzing data, report writing, co-leading reflective learning activities, etc.
- Assist with any other initiatives as the team requires.

The ideal candidates will have:

- an understanding and appreciation for the complexity of community-based, collective impact initiatives;
- knowledge of adult learner and a variety of educational methods, including the ability to apply these methods with adults who work in the seniors sector;
- strong desire to work with people from a broad range of backgrounds and the ability to relate well to different groups of learners of different ages and ability levels;
- experience as a team-player who can collaborate with colleagues;
- excellent skills in communicating, organizing, and presenting;
- a post-secondary education in a related field or possess an appropriate combination of education and experience;
- a strong foundational knowledge of instructional design techniques, particularly as they pertain to adult learning;
- experience in: coordinating programs and people in a cross-sector environment (not-for-profits, public sector health, housing, transportation), community development, adult education, and working collaboratively with representatives from multiple organizations;
- strong analytical, presentation, and interpersonal skills;

- proficiency with MS Office, email, and other basic PC applications

Job Type: Term, 20 hours per week for 8 months May – Dec 2019

Remuneration: Hourly rate based on education and experience, plus benefits

The successful applicant must be willing and capable of working from several locations including a suitable home office, the ESCC office, as well as other meeting locations including a suitable home office, the ESCC office, as well as other meeting locations to engage with partners and stakeholders. Reasonable travel-related expenses will be covered by ESCC.

Please submit your Résumé with a cover letter in Word format by email to:

Tim Henderson, Project Coordinator
P·E·G·A·S·I·S Extension Project
Tim@Seniorscouncil.net

Deadline for receipt of applications is 12:00 noon Friday, April 26, 2019. We anticipate starting work as soon as possible, depending on a suitable applicant, availability, and finalization of the Extension Agreement with the Funder.