



**Victoria Disability
Resource Centre**
Promoting a new perspective on disability

817A Fort Street
Victoria, BC V8W 1H6
P: 250-595-0044 F: 250-595-1512
www.drcvictoria.com
www.ilcanada.ca

Victoria Disability Resource Centre Job Description

Please note that this position is for a person who lives with a disability

Job Title: Lived Experiences Around Disability (LEAD) Coordinator

Apply to: Wendy Cox at director@drcvictoria.com

Start Date: ASAP

Terms: \$18/hour for 20 to 25 hours/week between Monday and Friday (days and times are flexible)

Location: 817A Fort Street, Victoria, BC with some flexibility to work from home

About the Victoria Disability Resource Centre:

The Victoria Disability Resource Centre (VDRC) is a community-based organization dedicated to supporting individuals with disabilities through inclusion, education, and resource provision. Our mission is to promote disability inclusion and awareness to create a more accessible and inclusive society. We proudly boast a team where all employees have one or more disabilities.

Position Overview:

LEAD is part of our Peer Support Program and delivers innovative presentations about what it is like to live with a disability to students (K-12) and youth in Victoria. This program is delivered by persons with disabilities who have spent a lengthy period of time navigating their daily lives within their abilities. These speakers work in partnership with students with disabilities at each school, giving the students an opportunity to anonymously (via the speaker) or personally share what they have experienced at the school in terms of social and environmental barriers.

Key Responsibilities:

- Coordinate and schedule 1-hour workshops, related to lived experiences around disability, to local schools and community centres.
- Develop and deliver engaging presentations that highlight personal stories and experiences of living with a disability.
- Create and deliver a hands-on learning experience for children & youth in a fun and safe manner.
- Collaborate with other team members to ensure the content is accurate, impactful, and aligns with VDRC's mission.



**Victoria Disability
Resource Centre**
Promoting a new perspective on disability

- Engage with participants, answer questions, and facilitate discussions to enhance understanding and awareness.
- Collect feedback from participants to continually improve the quality of the workshops.
- Assist in promoting the program through various channels, including social media and community outreach.
- Track and record data and statistics.

Qualifications:

- Lived experience with a disability is required.
- Transportation: ability to transport materials to schools/community centres for presentations.
- Excellent communication and presentation skills.
- Experience in public speaking or delivering workshops is an asset.
- Strong organizational skills with the ability to manage multiple tasks and schedules.
- Ability to work independently and as part of a team.
- Familiarity with Zoom and other virtual meeting platforms.
- Passion for accessibility and inclusion.
- Proficient in computer use, including MS Word, Excel, Outlook, and Internet Explorer.

Why Join Us?

- Be part of a dedicated team working to create a more inclusive community.
- Opportunity to share your experiences and make a meaningful impact.
- Flexible work schedule with the ability to work remotely.
- Supportive and inclusive work environment.

Please submit resume and cover letter by email to:

Wendy Cox, Executive Director at director@drcvictoria.com

We look forward to hearing from you and potentially welcoming you to our team!

Only applicants invited for an interview will be contacted.

The Victoria Disability Resource Centre is committed to diversity and employment equity and encourages applications from persons with disabilities, Indigenous peoples, women, members of visible minorities, and LGBTQ+ individuals.