



POSITION DESCRIPTION

Contract Program Leader: Nourish Program

Wellspring Alberta is a charitable organization that supports, informs, and empowers those diagnosed with cancer by helping them address the fear, isolation, disruption and practical problems cancer can bring to their lives. An affiliate of the Wellspring Cancer Support Foundation, Wellspring Alberta provides a comprehensive range of programs, support, resources, so anyone living with cancer and the people who care about them can improve the quality of their lives. All programs and services are informed by evidence and offered free of charge and without referral in three centres and online. Our vision is that no one has to face cancer alone.

Wellspring Alberta's work is made possible through the generous donations of individuals, corporations, foundations and grassroots fundraisers, and with the efforts of committed volunteers, dedicated staff and skilled contracted program leaders.

The Opportunity:

Reporting to the Program Director, being a part of a provincial Dietitian team, and working closely with the program team, the contracted Program Leader is responsible for leadership of Nourish sessions according to the outline and content provided, including leading cooking demonstrations involving the people we serve. Delivered in a fully equipped teaching kitchen, each Nourish program session provides professionally-led educational content, cooking/preparation demonstrations, sampling and take-home program materials and recipes. The content of the Nourish program modules are topics related to the impact of diet on cancer and each session is offered over two weeks (2 hours per session) a number of times a year during the day. This is a contract position based in Edmonton at Edmonton House (11306 – 65 Ave NW).

Responsibilities:

- Abide by the standards of leadership and policies outlined in Wellspring's Program Leader's Guide
- Ensure that kitchen equipment is in good working order by notifying the Centre Manager or Program Coordinator when repairs or replacement is required
- Planning and leadership of Nourish sessions according to the outline and content provided
- Work with Wellspring staff to ensure necessary ingredients and equipment is available for the program
- Arrive in time to undertake necessary preparation for cooking demonstrations
- Provide Nourish volunteers with guidance and supervision
- Ensuring the safe handling, preparation and storage of food according to the Food Handlers protocol
- Recording attendance at each program
- Undertaking program evaluation according to Wellspring's procedures
- Providing feedback to Wellspring on program content as new research is published or member's questions arise

Required knowledge and skills:

- Registered Dietitian with a degree from an accredited university

- Registration with a governing professional body (e.g., Canadian Dietitians Association; College of Dietitians of Alberta)
- Minimum of three years of experience in the delivery of nutrition education in oncology
- Current Food Handlers certificate
- Preference is given to candidates with experience in group-based program delivery

To apply:

We offer an empowering and inspiring team environment.

To apply, please submit a cover letter and resume to ryano@wellspringalberta.ca. This posting will close once we have found a successful candidate. We wish to thank all applicants for their interest, however, only those selected for interviews will be contacted.

Inclusion Statement

Wellspring Alberta is committed to being an inclusive organization. We are in a process of expanding the diversity of identities and lived experiences, to be more reflective of the communities in which we work and live. To support this process, we've become an employer partner of the Canadian Centre for Diversity and Inclusion, developed an Advisory group, and we are taking action as part of our commitment to Diversity and Inclusion. We understand we're on a journey, which will take time, and that increasing equity in our organization and in cancer care is critical.

We encourage applications from groups that are typically under-represented in cancer-serving organizations including BIPOC (Black, Indigenous, and People of Colour) individuals, LGBTQ2S+ identifying individuals, persons with disabilities, and candidates from all equity seeing groups.

We welcome you to contact us for a conversation about accessibility and accommodations throughout the recruitment process.

We know that women and people of colour are less likely to apply for roles unless they meet every single requirement. If you're excited about the role, but your qualifications don't match perfectly, we encourage you to apply.

We appreciate your interest in Wellspring and warmly welcome all applications.