



INTERNAL/EXTERNAL JOB POSTING
Job Developer – Employment Services
Full-time - 37.5 hours/week

Ability Resource Association empowers individuals with disabilities to live full and meaningful lives. Our Employment Services team is launching a new work-based learning program to support inclusive employment and skill development in practical settings.

The **Job Developer** plays a critical role in supporting individuals with disabilities to achieve meaningful employment. This position involves actively engaging with employers, identifying job opportunities, and matching candidates with suitable roles. You will advocate for inclusive hiring practices and provide ongoing support to both clients and employers to ensure successful job placements.

As a Job Developer, your main responsibilities will include:

- Actively pursuing job development opportunities within the community
- Building and maintaining relationships with a variety of employers; conducting outreach including cold calling and networking events
- Educating employers on the benefits of inclusive hiring and workplace accommodations
- Developing and conducting employer education sessions and one-to-one engagement
- Creating opportunities for employment, work experience, and volunteer placements
- Monitoring local labour market trends and employer needs
- Maintaining accurate records of employer contacts, job leads, client progress, and placement outcomes
- Collaborating with Employment Specialists to provide employment support, job coaching, and on-the-job support
- Participating in the development and delivery of workshops, work simulations, and scenario-based activities
- Professionally representing Ability Employment at community functions and act as a resource for groups and individuals

As part of the Employment Services team, you must display:

- ✓ Dynamic, energetic, confident, self-initiating; a true go-getter
- ✓ High flexibility with strong interpersonal skills to work effectively in a diverse environment
- ✓ Excellent communication, networking, and relationship-building skills
- ✓ Ability to work independently and collaboratively in a team environment
- ✓ Strong understanding of creating win-win business relationships, disability-related barriers to employment, and inclusive hiring practices

Qualifications Include:

- Experience in Business Networking, Career Development or Employment Support Services field is an asset
- Post-Secondary Education in a related field – Certificate, Diploma, or Degree required
- Proof of Valid Driver's License, \$2 Million Liability Insurance, Driver's Abstract, Safe vehicle for work use
- Current Police Information Check, including the Vulnerable Sector

Please submit your cover letter & resume to:
Kristen – Services Director at servicesjobs@abilityresource.ca
or in person at 1610 29 Street N, Lethbridge, AB T1H 5L3

Interviews will begin October 20th, 2025.

Applications will be accepted until a suitable candidate is found.

Thank you to all who apply – only those selected for an interview will be contacted.