



# Career Opportunity



## WHO WE ARE

AccertaClaim Servcorp Inc. (Accerta) is a B Corp certified social enterprise enabling healthcare equality for all.

As a social enterprise, we manage dental, vision, drug, and healthcare benefits programs exclusively for government and social services agencies in Canada. Our targeted experience and innovative technology provide cost savings, reliable service, process continuity, and accurate, insightful data that enables governments to make informed strategic decisions, reducing stress on the healthcare system through streamlined administration.

## ABOUT THIS OPPORTUNITY

Accerta Services Inc. (ASI), a subsidiary of AccertaClaim Servcorp Inc., is seeking full-time Regional Service Network Specialists across each of the 5 designated catchment areas (10 staff total). The successful candidates will liaise with families and children's services sector providers to ensure that OAP-registered families and local service providers have access to accurate and timely information to support their needs. Using an equity-based framework, RSN Specialists will work together with local service providers and families to support a positive family experience in the OAP that is tailored to the specific needs for each region, by building bridges between and across children's service sector organizations of many stripes, in support of all families enrolled in the OAP. This includes collaborating with providers with the goal of ensuring cohesive information sharing related to families across the province. Reporting to Regional Service Network Manager(s), RSNs will work in harmony with families, service providers, community leaders and partner organizations.

## ACCOUNTABILITIES

Regional Specialist teams will work within 5 designated catchments across the province in support of:

- Liaise with service providers across children's service sectors to map existing services within local regions that OAP-registered families may be able to access.
- Support families in accessing AccessOAP services and supports using a family centered, culturally and linguistically appropriate approach.
- Complete tasks related to ensuring accurate service mapping and resources within designated region.

**How to Apply:** We accept applications submitted via email to [recruit@accerta.ca](mailto:recruit@accerta.ca)

**Website:** [www.accerta.ca](http://www.accerta.ca)



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- In partnership with local service providers and AccessOAP teams deliver webinars and/or in-person events to support the dissemination of accurate information about AccessOAP processes, services, and supports
- Other duties as assigned

## QUALIFICATIONS

- Preference will be given to those with an undergraduate university degree or a college diploma in the social services field with 1-2 years of autism-related work experience
- Knowledge of community resources for children, youths with special needs, especially knowledge of the autism and developmental sector
- Experience with presentations and facilitating workshops and groups will be considered an asset
- Demonstrated experience using MS Office and virtual communication platforms (e.g., Zoom, Teams)
- Bilingualism or multilingualism is considered an asset
- Must live in the region they represent

## WHAT WE OFFER

- A permanent position with a competitive salary package and easily accessible downtown location.
- A competitive benefit package that includes a DB Pension Plan and Health Care Expense Account (HCEA).
- Opportunities to increase your earnings through performance-based incentive programs.
- Growth opportunities in a company that promotes from within.
- Time off to volunteer within our community
- Hybrid working environment

## FLEXIBLE WORK ARRANGEMENT:


We support a hybrid approach, which will give everyone the best of both worlds – a mix of home and in-office workdays. Hybrid schedules will be determined in partnership between individuals, managers, and the team.

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## **INCLUSION AND EQUAL OPPORTUNITY EMPLOYMENT**

Accerta is an equal opportunity employer and committed to fostering diversity and inclusion in the workplace. We are committed to fair employment practices and all qualified applicants will receive consideration for employment. We offer accommodation for applicants with disabilities, as required throughout the recruitment process. Accommodations are available on request for candidates taking part in all aspects of the selection process.

To request accommodation, please contact [accessibility@accerta.ca](mailto:accessibility@accerta.ca).

We appreciate your interest in working with us; however, only those applicants selected for interviews will be contacted.

Final candidates for this position may be required to undergo a security screening, including criminal records check, judicial matters check, vulnerable sector screening and employment reference check.

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