



# Frog Hollow

NEIGHBOURHOOD HOUSE | SINCE 1968

[www.froghollow.bc.ca](http://www.froghollow.bc.ca)

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## CONTRACT OPPORTUNITY

### Digital Curriculum Developer / Training Facilitator

The Digital Facilitator will support the implementation of the Hello Virtual World project. Funded by New Horizon for Seniors Program, Hello Virtual World aims to empower older adults with digital skills as an active aging strategy. The Digital Facilitator will work alongside program coordinators to orient, train and support digital volunteers.

<b>Position:</b>	Digital Facilitator (contract)
<b>Value:</b>	\$35 to \$75 per hour commiserate with experience
<b>Closing Date:</b>	May 24, 2021
<b>Start Date:</b>	June 1 – 27 <sup>th</sup> Curriculum development & training prep June 28 – July 9 Digital training for volunteers – Part 1 <b><i>Timeline for the remaining deliverables of the contract is flexible; however, all deliverables must be completed by February 2022.</i></b>

Please note that during the COVID19 pandemic, work locations will vary. Locations will include Frog Hollow Neighbourhood House, as well as program sites such as Clinton Park. It may also involve working from home. Frog Hollow Neighbourhood House is committed to provide a safe environment for all its staff and neighbours.

**Qualifications:** The successful candidate will possess the following skills:

- Demonstrated experience in adult education; experience in curriculum development is required
- Advanced knowledge in navigating the virtual world (i.e., emails, social media, video calls, installing apps, surfing the internet, online security, etc.); experience teaching digital skills is preferred
- Experience working with volunteers, youth, and seniors an asset
- Demonstrated ability to communicate inter-culturally & experience working with the diverse community
- Proficiency in a second language is an asset

#### Duties and Responsibilities:

- Develop 12 digital curriculum modules and six recurring training sessions for digital volunteers
- Adapt digital curriculum modules into 12 infographic resources for older adults learning digital literacy
- Facilitate two video-making workshops for older adults

Interested candidates, please submit your application to *Susan Liu Woronko* at [susanw@froghollow.bc.ca](mailto:susanw@froghollow.bc.ca)  
***Candidate screening process will commence during the week of May 24, 2021***

Frog Hollow is an equal opportunity employer. We place a high value on diversity and encourage qualified individuals from all backgrounds and identities to consider applying for the position. Our comprehensive compensation and benefits package reflects our commitment to our staff and their families.

*Creating Our Community Together*