



Job Description: Grief and Bereavement Lead

Reports To: Executive Director

Position Type: Full-Time (37.5 hours/week, 5 days/week)

Position Summary

The Grief and Bereavement Lead provides leadership, oversight, and development of Hospice Huronia's community-based grief and bereavement programs. This role focuses specifically on grief, bereavement, and psychosocial support programs within Hospice Huronia's community services. The role leads intake, assessment of needs, and development of individualized support plans (care plans for community-based services), ensuring individuals are connected to appropriate supports including 1:1 volunteer support, groups, and complementary therapies. The role also supports community outreach, education, and partnership development to enhance awareness, access, and impact of hospice bereavement services. The role works collaboratively with the clinical team while operating within a non-clinical (non-psychotherapy / non-treatment) scope.

Key Responsibilities

1. Intake, Assessment & Support Planning

- Lead intake and initial engagement
- Develop individualized support plans (care plans for community-based services)
- Coordinate services including 1:1 volunteer support, groups, and complementary therapies (in collaboration with the Community Support Lead)
- Monitor and adjust plans based on evolving needs
- Ensure continuity between hospice care and bereavement services
- Provide system navigation and connect individuals to external services when needs fall outside or extend beyond hospice supports

2. Psychosocial Support (Non-Clinical)

- Provide non-clinical (non-psychotherapy / non-treatment) emotional support to individuals and families admitted to hospice and receiving care

- Support individuals experiencing anticipatory grief and bereavement
- Identify needs requiring additional or external supports and refer appropriately
- Collaborate with the clinical team to support holistic care

3. Program Leadership & Oversight

- Lead planning, delivery, and evaluation of bereavement and supportive care programs
- Facilitate or support group-based programming as required
- Monitor program capacity and matching of client needs to appropriate supports
- Ensure documentation meets Hospice Huronia policies and, where applicable, standards of the Ontario College of Social Workers and Social Service Workers (OCSWSSW)
- Implement program improvements based on evaluation, feedback, and identified service gaps

4. Volunteer Program Support

- Provide supervision, guidance, and support to volunteers delivering bereavement and community programs
- Facilitate debriefs and reflective practice opportunities
- Identify training needs and collaborate with the Volunteer Lead
- Ensure volunteers operate within defined scope and safety guidelines

5. Community Engagement, Outreach & Education

- Develop and support community outreach initiatives to increase awareness of hospice services
- Participate in or facilitate workshops, seminars, and educational sessions related to grief and bereavement
- Represent Hospice Huronia in the community with professionalism and integrity
- Build and maintain relationships with community partners, including healthcare providers, schools, faith groups, and community organizations
- Support initiatives that promote grief literacy and compassionate communities

6. Governance, Quality & Reporting

- Maintain policies and procedures related to community programs
- Support accreditation readiness and quality improvement initiatives
- Contribute to reporting, data collection, and program evaluation
- Ensure compliance with privacy legislation and organizational standards

Qualifications

Degree in Social Work or related field (BSW or MSW preferred; equivalent experience will be considered)

Registration with the Ontario College of Social Workers and Social Service Workers (OCSWSSW) is considered an asset

Experience in grief, bereavement, or community-based support services

Experience in program development, outreach, or community engagement

Strong skills in assessment, coordination, and program planning

Experience working with volunteers and group facilitation

Excellent communication, facilitation, and relationship-building skills