

July 2026



JOB POSTING

Korean Caregiver Program Supervisor

The Burnaby Neighbourhood House is currently seeking an energetic professional to join our team as the supervisor of the Korean Caregiver Program. The Supervisor will work with BNH's caregiver support team to deliver caregiver support and education to Korean caregivers.

General Duties and Responsibilities:

- Develop and implement caregiver support activities for Korean Caregivers
- Organize monthly workshops and educational sessions for caregivers
- Provide 1-on-1 caregiver support and match caregivers with trained volunteers as necessary
- Recruit and train volunteers to lead caregiver activities
- Track statistical information for Korean caregiver programs
- Liaise with Caregiver team around strategical planning of Burnaby Caregiver support services, including organizing a Multicultural Caregiver event
- Provide wrap-around services and programs for caregivers; including supports from BNH and from other community-based organizations
- Create connections with Burnaby's health care and community based senior services sector to facilitate appropriate referrals to the caregiver program
- Perform other duties as assigned

Qualifications:

1. Fluent in Korean
2. Strong organizational skills
3. Proven ability to create systems and manage tracking systems
4. Experience working with seniors and caregivers/
5. Experience in working with volunteers and with diverse vulnerable populations, including seniors and multicultural community
6. Excellent communication, writing, planning and problem solving abilities.
7. Proven ability to work effectively with diverse populations and with a broad range of community and public partners.
8. Knowledge and awareness of issues surrounding diversity and multiculturalism.
9. Willingness to be flexible and adaptable in the workplace
10. Current Emergency first-aid certification or willing to obtain

Reporting:

The Supervisor will work directly with the Manager of Seniors' Services

Hours & Pay rate:

12 hours per week

Rate of pay: \$24.09

The position is fixed-term, ending on March 31, 2027

Other Details:

- BIPOC and 2SLGBTQIA+ candidates are encouraged to apply

Deadline: until position is filled

Thank you for your interest in this position, however, only short listed candidates will be contacted.

To apply please email your resume and cover letter to: simoneg@burnabynh.ca

Or mail to:

Burnaby Neighbourhood House
4460 Beresford St
Burnaby, BC
V5H 0B8

No phone calls please

Burnaby Neighbourhood House is a community driven and community funded agency located on the unceded territories of the Tsleil-Waututh (səlilwətaʔ), Kwikwetlem (kʷikwəłəm), Squamish (Skwxwú7mesh Úxwumixw) and Musqueam (xʷməθkʷəyəm) nations with a unique focus on neighbours supporting neighbours.