

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 a full-time Sr. Specialist, Government Relations. The successful candidate will work with the Director, Government & Stakeholder Relations and will have the following accountabilities:

ACCOUNTABILITIES

- Monitor legislation, research, and analyze the possible impacts of political and legislative developments on Accerta's delivery of services as it relates to the Ontario Autism Program.
- Maintain jurisdictional awareness and identify emerging issues in the autism landscape.
- Maintain an awareness of the government decision-making cycle and track key government committees, ministries, and other advisory bodies.
- Track AccessOAP's compliance with regulatory and contractual obligations, including the French Language Services Act.
- Support the development and maintenance of strong and effective relationships with partners to enhance awareness, understanding and engagement in achieving Accerta's strategic goals.
- Assist with preparation and writing of materials and propose suggestions to improve products.
- Gather background material, statistics, and other data to support the team.

How to Apply: We accept applications submitted via email to recruit@accerta.ca

Website: www.accerta.ca

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QUALIFICATIONS

- Bachelor's degree in social services, or a related field, or experience/background in the liberal arts.
- At least two years of government or related experience.
- Experience working within the Ontario Autism landscape is considered an asset.
- Ability to work in English and French is considered an asset.
- Experience working in a high-profile environment, and insight and experience within the social services sector specifically.
- Understanding the government decision-making process
- Demonstrated alignment with our organization's social enterprise, including but not limited to environmental sustainability, social responsibility, transparency, and ethical business practices. Candidates should possess a genuine dedication to upholding these values in their work.
- Advance knowledge of MS Office including Teams, PowerPoint, Word, and Excel.
- Excellent problem-solving skills and an ability to work in a team environment with exceptional organization, time management, and prioritizing skills.
- Excellent interpersonal, written, and oral communication skills.
- High standards of ethics and confidentiality to handle sensitive information.
- High attention to detail in all areas of work.

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

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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.

HOW TO APPLY

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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.

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.

To learn more about us please go to: www.accerta.ca

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