

## Asthma Canada's Asthma & Allergy HelpLine

**Position Title:** Certified Respiratory Educator

**Employment Type:** Part-time, occasional (3-5 hours a week), remote

**Location:** Remote (work from home) – nationwide

**Rate:** \$43 per hour

### Position Summary

Asthma Canada is the only national charity solely devoted to improving the quality of life for people living with asthma and respiratory allergies. Our mission is to help Canadians with asthma lead healthy lives through education, advocacy, and research.

We are seeking experienced and empathetic **Certified Respiratory Educators (CREs)** to support our **bilingual Asthma & Allergy HelpLine**, a free, nationwide service that provides critical, tailored asthma and allergy education via email and phone.

The HelpLine is an essential lifeline for Canadians, answering **400+ queries annually**, with demand peaking during key times such as wildfire season and the winter respiratory virus season. Interactions range from straightforward support to complex cases requiring extended conversations.

As a CRE, you will empower individuals to better manage their asthma and allergies, offering expert advice on topics including medication, triggers, and self-management strategies, while supporting underserved communities across Canada.

### Roles & Responsibilities

- Respond to phone and email queries within **24-48 hours**, providing empathetic, evidence-based education and advice. (85%)
- Review Asthma Canada's educational materials for accuracy and consistency, as required. (10%)
- Represent Asthma Canada at local events or in media requests, when appropriate. (5%)

### About You

You are passionate about helping Canadians with asthma and allergies and have the expertise to guide individuals through challenging and often emotional situations. You are skilled at simplifying complex medical concepts and can connect with diverse audiences, including parents, families, and underserved populations.

## Qualifications

- Current **Certified Respiratory Educator (CRE)** in Canada.
- Minimum of **1 year of experience** in asthma and allergy education.
- Up-to-date knowledge of asthma guidelines and best practices.
- Exceptional written and interpersonal communication skills. **Bilingualism (English/French)** is a strong asset.
- Proficiency with Microsoft Office and comfort using remote tools.
- Access to a phone and email, with the ability to provide **timely responses**.

## Why Join Us?

- Be part of a **high-impact program** that receives 9/10 or 10/10 satisfaction ratings from 88% of users.
- Help individuals improve their asthma management, with **72% of callers reporting better outcomes** after using the HelpLine.
- Contribute to a vital resource for **underserved communities and parents**, particularly in areas with limited healthcare access.
- Enjoy **flexible, occasional remote** work that fits into your schedule, requiring less than 5 hours a week on average.

## How to Apply

Qualified candidates are invited to submit their resume and cover letter to [info@asthma.ca](mailto:info@asthma.ca) by **February 28<sup>th</sup>**. Please include **CRE Applicant** in the subject line.

*While we wish to acknowledge all applicants, only those selected for an interview will be contacted.*

*Asthma Canada values the diversity of the people it hires and serves. Diversity at Asthma Canada means fostering a workplace in which individual differences are recognized, appreciated, respected and responded to in ways that fully develop and utilize each person's talents and strengths.*

*Asthma Canada is committed to making the recruitment process accessible to all candidates. Accommodations for disabilities are available upon request.*

*For additional information on our vision, mission and values (Empathetic, Adaptable, Accountable, Respectful), and to learn more about Asthma Canada's programs, please visit [www.asthma.ca](http://www.asthma.ca).*