



Spence Neighbourhood Association **EMPLOYMENT OPPORTUNITY**

POSITION: Wahkohtowin Adult Mentor/ West End 24 Hour Safe Space Outreach Worker (Full-Time)

Spence Neighbourhood Association is looking to fill a full-time Outreach Worker position (40 hours per week). This position is a shared position between two programs that includes 25-30 hours/week (days/evenings) in the Wahkohtowin Strengthening Families Program and up to 10-15 hours/week (late evenings/overnights) in the West End 24 Hour Safe Space for a total of 40 hours per week.

What is the Wahkohtowin Strengthening Families Program?

Wahkohtowin is a Cree word that means kinship or the state of being related. The Wahkohtowin-Strengthening Families Project (SFP) is a five-year project funded by the National Crime Prevention Centre under the Ministry of Public Security. The project is a 14-week, curriculum-based program that engages youth who are facing systemic challenges and barriers between the ages 11-17 along with their families. This initiative involves and supports the entire family in developing skills that will enhance parenting skills, empathy and promote effective parenting styles. The program builds decision-making and life skills in youth, including stress management, conflict resolution, refusal skills, and empathy. It strengthens family bonds and promotes positive communication and the ability to jointly solve problems. The Wahkohtowin-SFP is a collaborative effort with partners that include Ka Ni Kanichihk, N'dinawe, the University of Manitoba, and the Spence Neighbourhood Association. The Wahkohtowin Family Mentor will work as part of a team of professionals and under guidance from the Site Coordinator. The program currently runs on Thursday evenings, with support provided to families each week at times that are most convenient for families enrolled in the program. Generally, these hours are late afternoons and evenings.

What is the West End 24 Hour Safe Space for Youth?

The West End 24 Hour Safe Space for Youth (also known as WE24) operates out of 430 Langside Street and provides an overnight space for youth ages 13-26 to rest, relax, access food, resources and basic needs, in a supportive, kind, warm environment. The West End 24 Hour Safe Space for Youth is open all Friday, Saturday, and school holidays, including winter break, spring break and summer break from 11:00pm-7:00am. For the purposes of this position, the majority of the hours worked in WE24 will fall between 10:00 pm and 2:30am with some full overnight shifts worked between the hours of 11:00 PM-7:00 AM.

Who is the ideal candidate?

The ideal candidate will be a warm, welcoming, kind adult who has exceptional skills in building relationships with community members, and in particular with vulnerable adults. The Mentor/Outreach Worker must operate from a strengths-based framework, have creative ideas for programming, as well as some experience doing crisis work. Candidates must be well-versed in community resources, social services and providing mentorship. Facilitation skills will be key, especially in the role of Wahkohtowin Adult Mentor, as the primary task of this position is to review and deliver fidelity based curriculum. Candidates must be able to carry out appropriate record keeping functions including report writing, case notes and data collection. Both programs (Wahkohtowin and WE24) use a wraparound model to connect individuals to their culture and community, thus understanding of the West End Community, and knowledge of



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various cultural practices would be seen as an asset. Additionally, the candidate must be a reliable, responsible team-player willing to discuss viewpoints, listen to team members, share in decision making, and contribute positively to the workplace environment and culture. All staff will endeavour to ensure a warm, respectful, and welcoming program environment for participating individuals.

AS THE WE24 HOUR SAFE SPACE OUTREACH WORKER:

Primary Responsibilities Include:

- Completing opening and closing duties for the building/WE24
- Build relationships with, mentor and support youth from the West End of Winnipeg
- Provide crisis support for youth and their families
- Facilitate and support youth in exploration and identification of their own culture
- Prepare meals for youth accessing the 24 Hour Safe Space
- Connect youth to supports and resources in the community
- Address basic needs (safe place, food and clothing) of youth
- Complete daily progress reports, statistics and assessments of youth
- Participate in the planning and implementation of family and community events
- Work a variety of shifts including evenings, weekend overnights, and days as needed by youth
- Provide volunteer and employment support to youth
- Organizing training that supports development for youth
- Transport youth in agency vehicle
- Maintain, in cooperation with other team members, the physical facilities of the program site in accordance with accepted norms of health and safety

AS THE WAHKOHTOWIN FAMILY MENTOR:

Primary Responsibilities Include:

- Work as a team to deliver a warm, positive, and engaging weekly program
- Review, understand and deliver weekly curriculum to adults registered in the program
- Follow project fidelity and research ethics principles
- Facilitate conversations and dialogue in a healthy and respectful way
- Participate in weekly staff meetings, and facilitate weekly meetings with families
- Maintain regular contact with participants, and support participants as required
- Assist in data collection and regular documentation as supervised by the Site Coordinator
- Greet and assist Elders and visitors and set up and clean up weekly sessions
- Maintain, in cooperation with other team members, the physical facilities of the program site in accordance with accepted norms of health and safety;
- Assist in the arranging of transportation and child care, managing childcare for participants when needed;
- Assist with behaviour management and contribute to participant retention and program sustainability, assuming responsibility for other tasks that may be assigned



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- Assist in promoting the program in the community and recruiting new participants

AS AN EMPLOYEE AT SPENCE NEIGHBOURHOOD ASSOCIATION:

Primary Responsibilities Include:

- Follow all policies and procedures outlined in the employee training manual
- Follow all expectations (be respectful, be safe, be engaged, be accountable, communicate, work as a team, demonstrate professionalism and be supportive) with staff, youth and community members at all times
- Participate in and help plan and organize community events, fundraisers, work with community partners and attend staff meetings.
- Be willing to learn about, participate in and help out in other SNA programs and services as needed
- Represent Spence Neighbourhood Association, the West End 24 Hour Safe Space, and the Wakohtowin Strengthening Families Program in a positive and professional way at all times

Desired qualifications:

- Must be a 'team-player,' who cares for others and contributes positively to the workplace culture
- Must have strong communication skills and committed to acting with professionalism
- Experience working with vulnerable, inner-city youth, adults and families and/or understanding of inner-city issues
- Understanding of barriers, and experience working with Indigenous and Newcomer youth and their families
- Experience in mentoring or counselling individuals, including in crisis situations
- Understanding of resources available for youth and families within the inner-city
- Understanding of culture, cultural identities and resources (specifically Newcomer and Indigenous)
- Able to manage a flexible work schedule, work in times of crisis, and under pressure
- Able to effectively keep accurate files, incident reports, attendance and other data pertaining to the project
- Knowledge of 'Google Environment' (ie. Gmail, Google Docs, Google Sheets etc.)
- Ability to provide a current criminal record check, child abuse registry check
- Must have a Class 5 Driver's license and be a safe driver willing to transport youth in agency vehicles
- Commitment to cultural reclamation practices

Assets:

- Relevant education or experience in one-on-one mentorship, wraparound model, social work, community development, inner city studies, lived-life experience, or other applicable fields.
- Relevant training including current First Aid & CPR, ASSIST, Non-Violent Crisis Intervention
- Experience working with youth involved in or vulnerable to gangs and gang recruitment
- Experience working with youth involved in or vulnerable to sexual exploitation
- Experience working with youth with addictions and/or mental health issues

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- Experience working with LGBT2SQ* community and other marginalized groups of youth
- Understanding of the Youth Criminal Justice System, Child and Family Services, WPS, etc.
- Understanding of Restorative Justice theory and practices

Spence Neighbourhood Association highly encourages Indigenous, Newcomer, people of colour, women, residents of the West End, and individuals with lived-life experience as it pertains to this role, to apply.

Hours and remuneration:

In the role of West End 24 Hour Safe Space for youth Outreach worker, SNA agrees to pay \$17 per hour.

In the role of the Wahkohtowin Youth Group Mentor SNA agrees to pay \$18.70 per hour.

Required CPP, EI, and tax deductions will be made and employer contributions will be paid.

The Spence Neighbourhood Association would like to encourage applications from qualified candidates who reflect the diversity of our community.

DEADLINE FOR APPLICATION:	4:00pm February 18th, 2019
SUBMIT RESUME & COVER LETTER TO:	Spence Neighbourhood Association Attention: Jamil Mahmood 615 Ellice Ave, R3G 0A4 E-mail: jamil@spenceneighbourhood.org