



Employment Opportunity for Public Education Facilitator

Who Are We?

The Jessica Martel Memorial Foundation (JMMF) is a not-for profit organization that works toward breaking the cycle of domestic violence through the actions of advocacy, awareness, community engagement, education, and safe housing. We operate Jessie's House (a 35 bed all-gender emergency shelter) and Eileen's Place (a 3-unit second stage transitional housing program). We are committed to creating inclusivity, diversity, and equity for our employees and the community we serve.

We offer competitive wages, a comprehensive benefit package, retirement savings program, and professional development opportunities. Visit www.jmmf.ca to learn more about who we are and what we do.

Employment Type: Full-Time (2 positions)

Work Hours: 35 hours/week. Monday to Friday with nights and weekends as needed.

Application Deadline: April 30, 2024

Start Date: May 2024

ESSENTIAL DUTIES AND RESPONSIBILITIES:

The Public Education Facilitator supports the Leadership Team in ensuring the organization's consistent achievement of its mission and organizational strategic priorities. This position is responsible for developing and delivering public education about gender-based violence, including the Inspire Program for Boys. The Public Education Facilitator reports to the Deputy Director. The Public Education Facilitator must operate from a trauma-informed, decolonial, harm reduction, and anti-oppressive mode of practice.

This job is a temporary position with an anticipated start date of May 2024 and end date of June 30, 2026.

General

- The Public Education Facilitator offers community education about gender-based violence, with a focus on men and boys. This information is intended to shift perspectives on gender norms, gender roles, toxic masculinity, and healthy relationships.
- Develop and deliver public workshops about gender-based violence, family violence, and bullying.
- Develop and deliver the Inspire Program for Boys, based on the award-winning Inspire Program for Girls.
- Ensure programming meets or exceeds best practices and standards for program delivery.
- Work collaboratively with co-workers, agencies, and service groups to expand the breadth and depth of education topics.



- Work collaboratively with our team to create an empowering, welcoming, and accepting environment to support individuals and families.
- Work collaboratively with School Administration and staff.
- Maintain a high degree of safety, security, and confidentiality at all times.
- Support co-workers in the implementation of all other programs, as requested by the Deputy Director and Executive Director.
- Maintain accurate reporting data including statistics and evaluations, submit monthly reports as requested.

Administration

- Maintain a professional working relationship with all agencies, service groups, the public at large, residential, and non-residential clients, co-workers, and the Leadership Team.
- Attend staff meetings and training workshops at the request of the Leadership Team.
- Identify training needs and workshop needs.
- Perform other related work as assigned by the Leadership Team.

Public Education and Community Awareness

- Develop and deliver presentations about gender-based violence and toxic masculinity to community agencies, service groups, schools, and the public.
- Facilitate Men's Group one evening/month.
- Establish and co-chair the GBV Collaborative Committee.
- Identify and report to the Leadership Team any needed materials or resources.
- Organize and promote cultural events such as (not limited to) the Moose Hide Campaign, Pride Month, Indigenous Peoples Day, Eid; both to community members as well as for the clients at Jessie's House.
- Assist Research Analyst Consultant with parameters for evaluating project.

Inspire Program for Boys

- Develop curriculum for the Inspire Program for Boys, working in collaboration with Inspire Program for Girls facilitators.
- Nurture relationships with educational and administrative staff at school.
- Establish contact with family of program participants, facilitating relationship with parents and school.
- Assist program participants with selecting mentor, family or otherwise.
- Create content for the School GBV Program Manual, based on curriculum developed for Inspire Program for Boys.
- Working with the Strategic Relationships Advisor, provide input to Designer for final print copy of manual.

The Public Education Facilitator will also complete all other duties as assigned by the Deputy Director and Executive Director, including providing relief support to the rest of the shelter team where required.

QUALIFICATIONS & EXPERIENCE



- Registered Social Work Diploma, or post-secondary education in related field. Post-Secondary Diploma (with current registration, if required).
- Experience working with diverse people and knowledge of Indigenous history, and culture.
- Demonstrated ability to work in a fast-paced team environment, with many interruptions.
- Competent computer skills, excellent verbal, written and interpersonal skills.
- Demonstrated ability to handle emergency situations, conflict resolution, and harm reduction behaviors.
- Experience in group facilitation and or the willingness to learn.
- Demonstrated ability to work independently with minimal supervision.
- Experience working with diverse and multi-cultural community agencies.
- Understanding of trauma informed care and client centered approaches.
- Criminal Record Check.
- Children's Services Intervention Check.
- Valid First Aid/CPR Certificate.
- Valid Driver's License, current Driver's Abstract.

WORK CONDITIONS

- Requirement to work in a busy, noisy environment with many interruptions.
- Physical requirements include moving furniture, bending, reaching, lifting objects, navigating stairs.
- Requirement to handle unpleasant situations, including cleaning up bodily fluids.
- Requirement to transport and accompany clients to appointments.
- Requirement to be on a on call rotation for the Residential Program.
- Requirement to work both at Jessie's House and Administration building.

How to Apply?

Send a current resume and cover letter to hr@jmmf.ca Include 2 professional references and/or letters of recommendation. The Jessica Memorial Foundation thanks all interested applications, but only those selected for an interview will be contacted.