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|  | **Youth Work** | **July 2024** |
| 1. **Position Information**
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| **Position Title**Youth Mentorship Coordinator  | **Department**Youth Mentorship Program  | **Location**Calgary - YYC |
| 1. **Position Summary**
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| The Youth Gang Mentorship Coordinator **Key Outcomes/Measures of Success:**1. Increased availability to culturally relevant supports, services and programs to high-risk youth.
2. Strengthened access to mentorship, guidance, outreach, and support for criminalized youth
3. Support a better understanding of self, cultural identity and connection to ceremonies, practices and land-based teachings.
4. Benefit from meaningful mentorship through relationships, guidance and support to break away from gang affiliations and lifestyles.
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| 1. **Major Duties**
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| 1. Work in collaboration with EFry’s existing Youth Gang Mentorship Program and Coordinator
2. Recruitment of specialized mentors for criminalized youth
3. Conduct training of mentorship modules and specialized safety protocols
4. Support and supervise mentors
5. Recruitment of youth and case support
6. Development of support network and collateral resources
7. Engagement and collaboration with Calgary Police Services and Calgary Youth Offender Centre
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| 1. **Knowledge and Skills**
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| **Exhibited Skill Sets:** * Strong communication and interpersonal skills.
* Experience working with high-risk youth is an asset
* Lived experience an asset
* Effective self-management skills with demonstrated ability to prioritize and manage multiple tasks
* Impeccable organizational skills to provide accurate and timely documents and paperwork
* Ability to work independently and effectively as part of an integrative team.

**Cultural:** * A strong understanding of Indigenous issues, social justice advocacy, diversity and anti-oppressive practice.
* Strong cultural knowledge and understanding of traditional and ceremonial teachings
* Understanding of how to work effectively with Elders, Sacred Teachers and Knowledge Holders and follow traditional protocols
* Indigenous language an asset but not required.
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| **Formal Education** | **Applicable Experience** |
| * Undergraduate or diploma in justice, social work, or other related
* In cases where a degree has not been secured – relevant experience may be considered in lieu of the educational requirement
 | * 1-2 years’ experience minimum
* Proficiency in Microsoft Office, specifically Publisher, Word, Excel, Outlook, TEAMS, Google Networks
* Excellent oral and written communication skills
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| 1. **Review of Existing Position**
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| Original description – updated and approved February 18, 2023 |
| 1. **Salary and Benefits**
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| **Term Position –** Contracted – Regular Salaried**Base Annual Salary Range –** $44, 700 – 46,800 Depending on experience**Weekly Hours –** 37.5 hours per week**Benefits –** 65% of benefits package includes dental, health, insurance, long term disability**Pension –** 3% RRSP employer contribution – with minimum 1.5% employee contribution to RRSP or TFSP **Vacation –** 3 weeks annual vacation**Wellness Days –** 4 – 1 per quarter**Paid Time off –** 12 annual sick days, extra approved time off during Christmas vacation and 14.5 Stat and approved holidays. |
| 1. **Competition Deadline and Contact**
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| Send Resume and Cover Letter to: **Nicolle Hans** – manager@elizabethfrycalgary.ca**Deadline: Until position is filled** |