



Big Brothers Big Sisters
of Grand Erie

Organization	Big Brothers Big Sisters of Grand Erie
Job Title	Youth Development Worker, The Circle
Reports to	Executive Director/CEO
Job Type	Full Time – 18 Month Contract (possibility of extension and/or escalation to permanent)
Location	Offices located in Paris, ON and Simcoe, ON. BBBSGE has implemented a mobile office structure to best suit the need of our community (work from home or other locations in Grand Erie based on need)

Organization Summary

As Canada's leading child and youth mentoring charity, Big Brothers Big Sisters facilitates life-changing relationships that inspire and empower children and youth to reach their potential, both as individuals and citizens.

Big Brothers Big Sisters of Grand Erie serves Brant, Brantford, Haldimand, Norfolk, Six Nations of the Grand River and Mississaugas of the New Credit. We acknowledge that we are on the traditional territory of the Haudenosaunee, Anishinabee & Neutral peoples.

Position Summary

The incumbent will provide program oversight, casework management and support of the recruitment, screening and matching volunteer mentors with youth/guardian for The Circle program. Working as part of a larger national team that includes Saskatoon and Edmonton agencies, they will work with a broad group of stakeholders to build and establish best practices for serving youth facing lived challenges.

Primary Responsibilities

One-to-One Programming

The supervision of youth and volunteer mentors follows National Standards outlining the following:

- Facilitation of match introduction, follow-up match monitoring and support of match closures
- Handling concerns within or outside of the match for the youth and/or volunteer mentor
- Maintain up-to-date electronic casework notes, statistics and other required reporting in compliance with relevant standards, policies and processes

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Group Programming

- Lead and facilitate several 8 week sessions for unmatched youth with topics focusing on life skills and relationships in Brantford/Brant, Haldimand/Norfolk, Six Nations of the Grand River and Mississauga of the New Credit
- Ensure group programming sessions are well planned with achievable outcomes
- Work to create and foster constructive, strength based and satisfying relationships with youth, volunteer mentors and the community

General Knowledge

Maintain an overall working knowledge of:

- Youth aged 10-18 years with a focus on youth who are experiencing lived challenges
- Agency program portfolio
- Outside services that support and assist youth, specifically in the areas of:
 - Mental health and wellness, substance abuse prevention, academic support, justice system and employment services

Youth and Volunteer Mentor Engagement & Training

Work, as a member of a team, to:

- Create a sense of connection with youth and volunteer mentors
- Provide clear information about program expectations
- Facilitate and update training programs for all volunteer mentors and the needs of their matches - using internal or external sources
- Assist in recruitment strategies and methods to gain volunteer mentors who are skilled in working with the identified youth

Qualifications

Education: University degree or college diploma in a related human service field with a focus on child and youth development, social work, indigenous studies, and/or youth justice.

Experience: 2-5 years combined experience in a related field

Hours of work: 35 hours per week with availability outside of regular working hours

Transportation: Valid Driver's license and access to a vehicle. Mileage reimbursed per policy.

This position is subject to the successful completion of a Vulnerable Sector Police Check.

Interested applicants should submit their resume to granderiehr@bigbrothersbigsisters.ca.

We thank all applicants for their interest, however only candidates selected for an interview will be contacted.

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