



Program Facilitator

What does a Program Facilitator Do?

The role of the PF is to support youth during times of crisis and transition as well as deliver quality programming to multi-barriered youth. The PF will work with Program Manager, other PFs and Leadership youth to co-facilitate a thirty-week Media Arts Program, community outreaches on violence prevention/intervention and coordinate 3-8 week long Violence Prevention Committees. The PF connects with and acts as a role-model for youth, particularly Indigenous, newcomer, racialized youth, and ensures they feel safe, included and connected to the LOVE space and programs.

The Program Facilitator is accountable to the Program Manager and Executive Director.

The PF must be self-motivated, adaptable, a strong and energetic facilitator, and trained in anti-oppression models/theory. The PF must also be flexible, able to work irregular hours, and enjoy the challenge and excitement of working in the non-profit sector.

If you think this sounds like you, we encourage you to apply!

Requirements

- A minimum of 2 years experience in facilitation
- Peer-support/counseling training and experience
- Extensive experience working with diverse and/or multi-barriered youth
- A strong understanding of anti-oppression frameworks and creating safe and inclusive spaces
- Valid First Aid/CPR certification

Asset Qualifications

- Direct experience collaborating with members of different cultural communities
- Strong technical media skills (e.g., photography, journalism, film, spoken word, visual arts etc.)
- Non Violence Crisis Intervention Certification and /or ASSIT Certification

Responsibilities

- ***Priority Area of Responsibility***
Supporting youth through crisis/difficult transitions and experiences; connecting with youth, particularly youth who self identify as Indigenous, racialized, LGBTQ2S/ non binary; and creating a safe and inclusive space for young people.
- ***Programming***
Manage and deliver programming, both alone and as a team, including supporting youth in media making; supervise and support youth; deliver outreaches and lead Violence Prevention Committees in tandem with youth



leaders, supporting their development as facilitators; attend LOVE camp as staff; attend team meetings and assist with events. Support in LOVE & BYRC program collaborations.

- **Community Development/Public Relations**

Act, along with youth, as a spokesperson of LOVE BC; establish new relationships with potential partners and youth; provide outreaches to the community; and ensure youth have adequate support to do outreaches

- **Reporting**

Provide frequent reports to the Program Manager and /or Executive Director. Maintain accurate records for programming; maintain accurate records and reporting for youth; completion of time sheets and other administration, and complete program expense information.

Working Conditions

Open (shared) office, casual working environment, team approach, flexible hours to accommodate attendance at weekend and evening events. Program travel is required to other locations.

Salary

\$15,600/year for 15 hours a week (with the possibility of increased hours dependent on funding) Programming takes place Monday through Thursdays generally between 2-6pm. Must be available to facilitate 2 program days

Criminal Record Check

As an organization working with youth, the successful candidate's position will be conditional on an acceptable criminal records check.

Anticipated Start Date: Monday September 23, 2019

To Apply: Please forward your PDF or Word format resume and cover letter to jobs.lovebc@gmail.com with subject line "**Program Facilitator Position**".

Applications due by Wednesday September 4th, 2019 at 5pm PT

Due to the anticipated volume of applicants, only individuals selected for interviews will be notified. Interviews will be held on September 13th, 2019. Further information about us can be found at www.loveorganization.ca/bc

LOVE BC's hiring practices reflect the communities we serve. We strongly encourage applications from Indigenous people, people of colour and others facing systemic barriers to employment.