



Big Sisters Mentoring Coordinator, YWCA Regina September 14, 2018

Hours of Work: 37.5 hours per week, hours determined by the needs of the program

Length of Employment: Permanent

Start Date: As soon as possible

Open to: Internal and External applicants

The YWCA Regina exists to support and empower women, children and youth in addressing their diverse needs in the realization of their full potential, which benefits all. And further, it exists so that:

- Women, youth & children are safe, secure & free from abuse,
- Women, youth & children are empowered & supported in making healthy choices,
- Women, youth & children are making independent choices & are taking responsibility for their lives, &
- Women, youth & children work towards a better world for themselves & others.

Position Description

We are looking for a passionate, confident, self-lead individual to join our team. The YWCA Regina's community development department is responsible for designing and delivering high quality programming to children and youth in the community, in school settings and on site at the YWCA. Our programs include Big Sisters mentoring, empowerment camps for girls, educational groups for children who have experienced family trauma, leadership and advocacy development, and community education for boys and girls.

The successful applicant will work in a positive team environment and be primarily responsible for the coordination of Big Sisters. The incumbent will provide casework management in accordance with the National Standards set out by Big Brothers Big Sisters of Canada. S/he will be responsible for matching volunteer mentors with children and youth, and monitor those matches to ensure healthy development of the relationships.

The role may vary depending on community needs and program growth. The Coordinator will work within the guidelines, policies and mission of the agency and program and will be accountable and responsible for specific projects as assigned.

Qualifications:

Minimum 2 year post-secondary diploma in a related field (education, social or human services, child and youth work, family studies etc.).

- In addition to this, the incumbent is required to have:
- strong knowledge of Indigenous culture
- understanding of the cycle of violence
- ability to connect with children and youth from diverse backgrounds and needs

- creative and engaging presentation skills
- effective oral and written communication skills
- strong problem solving and critical thinking skills
- ability to interact with people of all ages and cultural backgrounds
- ability to work independently and as part of a team
- sound computer skills
- ability to work flexible hours
- access to a vehicle

If you are passionate about empowering healthy, engaged children and youth, strengthening volunteer engagement, partnering collaboratively in the sector while breaking down barriers for women and youth, then submit your cover letter, resume and references by 3:00pm, September 21st, 2018 email to Laura Leslie, Manager of Social Programs at LauraL@ywcaregina.com or fax 306-525-2171 or drop off/mail to 1940 McIntyre Street, Regina, SK, S4P 2R3. Only applicants selected for an interview will be contacted. No phone calls please.