

External Job Posting

Family Support Worker

West Neighbourhood House, formerly St. Christopher House, is a multi-service, neighbourhood-based agency that has served the diverse communities of downtown west Toronto since 1912. The central purpose of West Neighbourhood House is to enable less-advantaged individuals, families and groups in the community to gain greater control over their lives and community.

The Family Support worker develops and maintains activities for parents, caregivers and their pre-school children (aged 0 to 6) such as family/caregiver drop-in programs and group activities such as parent/child groups. The Family Support Worker works in partnership with parents, partner agencies and the community to provide safe and stimulating programs and activities that are inclusive to the diverse families in our neighbourhoods.

West Neighbourhood House is actively seeking applications from Indigenous, Black and People of Colour, persons with disabilities, women and persons of all sexual orientations and gender identities/expressions. Applicants with lived experience as a participant of West Neighbourhood House programs, or related programming from similar organizations, are also strongly encouraged to apply.

West Neighbourhood House will provide accommodation throughout the recruitment & selection process to applicants with disabilities. During any stage of the recruitment process, please indicate the nature of any accommodation(s) you may require. Any information received relating to accommodation measures will be addressed confidentially.

Responsibilities:

- Facilitate Adult/ Child interactive family Resource Program focused on healthy Adult/Child relationships and interactions.
- Plan and implement activities to support the Child development domains including Social emotional, cognitive, fine and gross motor skills that are inclusive, physically and emotionally safe and is inclusive, respectful, and culturally sensitive
- Model positive Adult/Child relationships and support parent involvement and capacities.
- Plan, organize and coordinate monthly calendars
- Encourage social interaction, mutual support and positive coping strategies among and within families;
- Outreach to isolated low income families and promote activities & services of the program within the catchments area.
- Provide support, developmental resources and referrals for children and their families
- Provide support and direction to the volunteers in the program;
- Lift and move equipment in order to set-up and take down and cleaning the program area;
- Assist with other activities in the Children, Youth and Family Support Program as needed;
- Collect and compile program information (i.e. attendance, referrals, statistics, activity logs & reports, program outcomes etc.)
- Administration duties as required by the program and funder.

West Neighbourhood House is an equal opportunity employer. We thank all applicants, but only those candidates to be interviewed will be contacted.

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- Participate in the Children, Youth & Family Support team, the Unit and broader House activities as required.

Qualifications:

- Must be a Registered Early Childhood Educator (RECE)
- Knowledge of the social, recreational, health and educational development needs of pre-school aged children;
- Strong experience in community development, parent engagement, program planning, group facilitation and program promotion are required;
- Familiarity with the services available to pre-school children & their caregivers in west central Toronto;
- Administrative and analytical skills;
- Vulnerable Sector Screening – Police Reference Check.
- CPR and First Aid required.
- Strong ability to work collaboratively;
- Strong ability to work effectively in a team;
- Strong interpersonal and cross-cultural communication skills;
- Knowledge of database and word processing software in a Windows environment;
- Creativity is essential in developing and promoting a program on a limited budget;

Status:	Full Time (bargaining unit position)
Start Date:	ASAP
Hours:	24 hours per week (4 weeks' vacation, paid sick days, 3 floater days, full benefits package after 3 months, Multi-Sector Pension Plan after 6 months)
Rate:	\$24.28
Unit:	Newcomer and & Family Programs
Immediate Supervisor:	Coordinator Children, Youth & Family Programs
Posting Date:	Nov 11, 2022
Closing Date:	Nov 25, 2022

Please reply in writing by 5:00 p.m. on the closing date to:

Hiring Committee
248 Ossington Ave.
Toronto, Ontario
M6J 3A2
jobs@westnh.org