



## GO Girls & Game ON Caseworker / Group Programming

Big Brothers Big Sisters of Sarnia- Lambton is seeking a dynamic youth-serving professional with 1-2 years of experience working with youth and volunteers and a passion for mentoring. This position provides opportunities for community engagement and creative program delivery. This **part time** position (12 month contract with summers off) is a combination of two positions, GO Girls & Game ON and Group Mentoring Programming. This position has the potential for **full time** in the New Year depending on program numbers.

### This position could be for you if:

- You love to connect and engage with your team, volunteers, community partners and families
- You want to provide and support healthy developmental relationships for the young people you are working with
- Your idea of a great week has you both in and out of the office while establishing relationships with community partners
- You are organized and understand the importance of well-maintained and documented case files.
- You enjoy a friendly, collaborative, high-paced and rewarding work environment
- You are goal-driven and a team-player

### A little bit about the positions:

In the **GO Girls & Game ON** program, post-secondary school students are recruited, trained and supported as group program coordinator to elementary students through partnerships with local elementary schools in the same area.

The **GO Girls** program consists of seven mentoring sessions, held over a 7-10 week period, within school facilities. Each session is loosely structured around four themes: physical activity, healthy eating, self-esteem, and communication skills.

**Game ON** is a group mentoring program for providing boys and young men with information and support to make informed choices about a range of healthy lifestyle practices. Through non-traditional physical activities, complemented with healthy eating support, participants are engaged in life skills, communication, and emotional health discussions designed to engage participants in the pursuit of life-long healthy lifestyles.

This position will provide casework management and co-ordination of the **GO Girls & Game ON**, in consultation with the Executive Director, in accordance with the National Standards as set out by Big Brothers Big Sisters of Canada.

As the **Group Programming Coordinator**, you will be responsible for facilitating our monthly **Match Activities** for our Community Based 1:1 matches. These activities are run monthly either at the agency or in the community with the support of community partners.

#### **RESPONSIBILITIES:**

- Provide program co-ordination and in-person facilitation of the **GO Girls & Game ON** programs at elementary school partners in Sarnia-Lambton.
- Liaise with appropriate staff at our partner schools regarding referrals of children and youth to the program. Provide regular updates about the program, ensuring effective communication and strong working relationships.
- Supervise multiple college placement students in a fast paced environment
- Provide ongoing program planning for large groups of matches on a monthly basis.
- Ensure accordance with BBBS National Standards and agency procedures.
- Conduct screening and interviews of student applicants in order to assess suitability for program involvement, paying special attention to any potential risks for children and youth. Prepare written volunteer summaries in order to document relevant background information and make recommendations regarding approval and training needs.
- Prior to program involvement, deliver the mandatory Pre-Match Training as outlined by Big Brothers Big Sisters of Canada to the mentors and mentees.
- Ensure completion of the program evaluation by all parties to assess the quality of the program, the outcomes for youth and any recommendations regarding improvements to the program.
- Ensure high-level proficiency in applying child safety and risk management knowledge throughout all levels of job function.
- Implement best practices for engaging and empowering youth with opportunities for voice and choice in the program development and implementation
- Establishing and maintaining relationships with various community partners throughout Sarnia and Lambton County
- Assessing program outcomes and efficiencies, creating modifications, new programs and/or resources where applicable
- Working toward achieving personal and agency goals
- Support in agency fundraising events.

### **Qualifications:**

- University Degree and/or College Diploma in related field (Social Work, Social Service Work, Child and Youth Care, etc.)
- Criminal Record check with Vulnerable Sector Screen required
- Understanding of the strengths and weaknesses of our target population and the communities BBBS serves
- Strong interpersonal, motivational, presentation, networking and communication skills (oral and written)
- Passion for, and interest in, working with children and youth and strong youth engagement skills
- Intermediate computer skills, using Microsoft products (Word, Excel, PowerPoint, Publisher, Outlook), communications and social media tools
- Ability to plan, implement, facilitate and evaluate programs and activities within deadline/resource parameters
- Experience in providing youth programs through an anti-oppression lens
- A strength-based, anti-oppression approach to service delivery with adolescents
- Excellent leadership skills
- A thorough knowledge of child safety
- Commitment and knowledge of inclusive organizational practices
- Excellent problem solving, communication and interpersonal and relationship-building skills
- Strong time management skills and the ability to prioritize workload as needed
- Ability to work flexible hours, including evenings
- A valid G driver's licence, proof of insurance and use of a vehicle is required.

This position is a part time (potential for full time in January 2023) (21 hours per week) contract position for a 12 month period (December –May & September – December) with summers off. This position requires both daytime and evening availability at times.

**Start date is December 2022.**

Big Brothers Big Sisters of Sarnia-Lambton is committed to principles of anti-oppression and employment equity. We encourage members from Indigenous, ethno-racial, 2SLGBTQIA+, immigrant, refugee, differently abled and other equity seeking groups to apply and self identify.

If accommodation is required during the hiring process, please inform the Executive Director once selected for an interview.

**Please forward resume, including cover letter outlining your experience, to Kaylen Burgess, Executive Director, by November 22, 2022. No phone calls please.**