



Hiring For Circles Coach in Arthur A Bridges Out Of Poverty Initiative



Job Summary: Circles is a community based initiative that creates relationships across class and race lines, matching people of low income with middle or upper income Allies. The primary role of the person in this position is to "coach" or support these relationships in order to help low income adults set goals and thrive towards self-sustainability.

Essential Functions:

- Assist with recruiting and screening of possible Circle Leaders and Allies
- Conduct intake interviews and strengths-based assessments for all Circle Members
- Provide orientation for new Circle leaders and their families
- Assist leaders with setting educational and employment related goals that will lead to self-sustainability.
- Work closely with the LBS co-ordinator in order to provide seamless orientation and transition to upgrading programs, employment programs, for leaders and their families.
- Participate in the Circle match process, and help Allies understand their role and how they can assist the leader in reaching their goals.
- Plan, schedule and facilitate weekly meetings that focus on goal development and movement towards self-sufficiency.
- Arrange childcare, transportation, meals and location of meetings.
- Ability to write and speak passionately on ending poverty
- Ability to stay relaxed in the face of other people's distress.
- Ability to work a flexible schedule (days, regular evenings, some weekends)
- Experience working with low-income people or those on social assistance.

Qualifications:

- Degree in Psychology, Criminology, Sociology or similar
- Strong ability to work with adults(25yrs to 50yrs) and their families
- Excellent organizational skills
- Knowledge of the communities of Arthur, Palmerston, Mount Forest and Fergus
- Knowledge of community supports and services
- Excellent facilitation skills

Pay: \$20 per hour for 10hrs/week July and August 2017. Flexible summer hours;
\$20 per hour for 20hrs/week Sept 2016 to June 2017. One evening per week 4:30 pm to 8:30pm starting Sept. All other hours Sept to March are flexible.

(the program shuts down from the middle of Dec to middle of Jan. and March Break- Unpaid)

Email resume as a .pdf to literacy@thewclc.ca
Closing date: November 30th, 2016 at 4:30pm