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## Facilitator Job Description

YOU CAN Youth Services is a non-profit charitable organization dedicated to empowering youth, so they have the knowledge, support, and skills to remove themselves from harm's way. We believe in a 50/50 approach when working with young people: we will work very hard for them, but we expect them to work very hard for themselves. Our end goals for the youth we work with are, stay in school, return to school, or secure and maintain employment. If those end goals are achieved, this will ensure economic independence in the future for the youth in our programs. Our Youth Workers form intentional relationships, lead with values, and have a deep investment in being relentless.

The core function of the Facilitator is to engage and support at-risk youth in a process of change that allows young people to move out of their current negative situation, and into a safe and healthy lifestyle. The Facilitator will also work closely with team members, supervisors, and other support workers to ensure that each young person is moving toward individual outcomes and goals set.

### Responsibilities

#### Team Support

- Will understand, practice, and promote the vision, mission, and values of the organization.
- Build and maintain healthy relationships with team members individually.
- Recognize individual strengths and skills and utilize them to benefit the team.
- Facilitate weekly support circle for staff including team-building activities.
- Communicate with external supports and educators to set up presentations, workshops, etc.
- Utilize conflict resolution processes for youth (circles, mediations, etc.)
- Role-modelling work ethic and expectations of a youth worker.

#### Youth Support

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- Facilitate lessons to groups of up to 12 youth between the ages of 18 and 24 using approved curriculum.
- Update, refresh, and create lesson plans relevant to the demographic of the program.
- Build and maintain healthy intentional relationships with youth.
- Work closely with youth and youth's support team (social workers, probation officers, teachers, parents/guardians etc.) to maximize program effectiveness and success.
- Advocate for youth needs with respect to housing, legal assistance, mental health supports, academic achievement, employment, etc.
- Plan and lead restorative processes when appropriate: Peacemaking Circles & Mediations.

## Youth Support Continued

- Engage in ongoing personal and professional development to increase capacity to serve young people.
- Document daily interactions using YOUCAN data collection and complete reports on activities as needed.
- Engage and support youth in restorative dialogue processes when conflict has occurred to lower recidivism and increase engagement at school or work.
- Other tasks as assigned.

## Qualifications

YOUCAN Youth Services seeks highly driven individuals who are both personally and professionally a good fit for the culture of our agency. In addition, the ideal candidate will be a competent decision-maker. He/she will have a sense of humor, feel passionate, show commitment to direct work with at-risk youth, and demonstrate an interest in learning and supporting coworkers.

- Bachelor's Degree in relevant field of study or equivalent experience.
- Strong administration, planning and time management skills.
- Strong communication skills including experience in public speaking and facilitation.
- Supervision skills/experience including conflict resolution and knowledge of acceptable human resource practices.
- Understanding of and experience working with at-risk, multi-culturally diverse youth.
- Excellent communication and interpersonal skills.
- Capacity to think and act intentionally and strategically to help youth change behavior.
- Capacity for creative problem-solving, conflict resolution and violence prevention.
- Ability to work independently with minimal supervision.
- Demonstrated ability to work constructively and cooperatively in a team setting.
- Knowledge and experience with case management and data tracking.
- Flexibility with work hours/schedule as required for youth needs.
- Valid Driver's License with insurance two-million-dollar liability.
- Completion of criminal record and child welfare check.

**Closing Date: Resumes will be reviewed, and interviews booked immediately. Only those invited to participate in the interview process will be contacted.**

**Salary Range: \$50,000 - \$56,000/year + Benefits + Four weeks holidays.**  
**Please email resumes to: [jamie.stewart@youcan.ca](mailto:jamie.stewart@youcan.ca)**