



South London Neighbourhood Resource Centre

Full Time Families First CAPC Family Support Worker

Report to: The Families First CAPC Program Family Support Worker will be an employee of the South London Neighbourhood Resource Centre (SLNRC). Day-to-day supervision/consultation will be provided by the Project Manager of Families First CAPC in the form of formal supervision meetings as well as informal support as requested by the staff.

Commitment: This is a full-time position Monday-Friday 9:00 am to 5:00 pm with flexible hours and occasional evenings and/or weekends. This position will start April 2, 2024.

Wages: \$27.00 per hour plus benefits after 3 months.

Responsibilities

- ✓ Lead, plan and facilitate high quality life-skills and family support programs with a focus on improving community health outcomes for families with children 0-6 years of age.
- ✓ Operate with a long-term lens, responding to changing community needs and designing creative solutions and program plans along with the Project Manager.
- ✓ Provide support, referrals and advocacy for residents around access to housing, medical supports, food security and basic needs, and assistance with documents and forms in a culturally sensitive manner.
- ✓ Maintain detailed statistics tracking and documentation for all programs.
- ✓ Create and manage Facebook and Instagram social media pages and groups for CAPC participants. Update groups and pages on a regular basis.
- ✓ Send monthly newsletter to families with program information and community resources.
- ✓ Create marketing materials, posters, calendars, and resources for program promotion.
- ✓ Attend community meetings and neighbourhood events to engage with community partners and families.
- ✓ Program plan; which includes meal and snack preparation, activity planning and engaging with community partners with support from Project Manager.
- ✓ Engage in community outreach to connect with isolated residents through a grassroots approach as well as partnership building.
- ✓ Incorporate food security into all programs; providing healthy low-cost meals and snacks. Must have a comfort level with food preparation and cooking.
- ✓ Encourage families to participate in other SLNRC activities and community supports using a wraparound holistic approach.
- ✓ Establish and maintain strong and collaborative relationships with families, co-workers and community service providers.

- ✓ Role model positive, safe and appropriate adult-child interactions during programs; invite participation from adults to enrich children's experience.
- ✓ Provide all families and children with a culturally safe space to explore and participate in.
- ✓ Maintain an understanding of current early learning best practices.
- ✓ Participate in meaningful and continuous professional learning opportunities.
- ✓ Attend staff meetings and training opportunities.
- ✓ Operate in accordance with policies, procedures, guidelines and protocols of the SLNRC.

Requirements

- ✓ Degree/Diploma in SSW, social work, human services, CYW, sociology or related experience or field.
- ✓ 5+ years of experience working in the social service field.
- ✓ 5+ years of experience working with families, children and newcomers.
- ✓ Knowledge of community development and health promotion.
- ✓ Knowledge of London community resources and supports for at-risk residents, child abuse prevention and cross-cultural needs.
- ✓ Passion for working with children & families and providing quality programming that promotes families' optimal well-being.
- ✓ Excellent written and verbal communication skill including computer skills.
- ✓ Must be able to work independently and part of a team.
- ✓ Must have excellent organization, communication and writing skills.
- ✓ Must be punctual and responsive.
- ✓ More than one language would be an asset.

- ✓ Current Safe Food Handling
- ✓ Current First Aid and CPR certification.
- ✓ Current Police Vulnerable Sector Check.
- ✓ Valid driver's license and daily access to personal and reliable vehicle.

To apply for the position send **resume and cover letter** as one Word Document or PDF File to Vincent Tao, Administration Coordinator, South London Neighbourhood Resource Centre
vtao@slnrc.ca

Thank you for your interest in this position.
 Only candidates selected for an interview will be contacted.

"We work together to "empower and enrich the neighbourhood in an inclusive environment."