



## Job Posting

External/Internal

Id # CCRCF0111

Posting Date: August 11, 2011

### Casual Community Resource Centre Facilitator

<b>Reporting to:</b>	Manager of Volunteer Resource & Support Services
<b>Bargaining Unit:</b>	HSA AIDS Vancouver Chapter - #849
<b>Job Level:</b>	Grid Level 10, Year 1
<b>Benchmark:</b>	Group Facilitator
<b>Position:</b>	Casual
<b>Union:</b>	Community Subsector Collective Agreement
<b>Location:</b>	Seymour Site
<b>Hours:</b>	8:30 a.m. – 4:30 p.m.
<b>HSA/HEABC ID #:</b>	82600

#### Position Summary:

The Facilitator assists clients in accessing information related to their health and social needs, and supports the development of client and peer-led programming within the Resource Centre.

#### Duties:

- Assist in the day-to-day operation of a drop-in space;
- Facilitate a supportive space through interactions, discussions, skills-building, and social networking;
- Cultivate an environment that is supportive, nonjudgmental, and inclusive, and facilitate effective communication and rapport among clients;
- Provide clients and patrons with resources, information, and assistance when needed;
- Assists with client-needs assessments and program evaluations;
- Works with a team, including volunteers, to ensure the smooth, orderly flow of the space and the completion of related tasks.

#### Qualifications:

##### Education and Experience:

- Completion of an educational program with a focus on social justice, public health or vulnerable populations OR an equivalent combination of training, and experience;
- Two years experience working in a community-based nonprofit; previous experience working in a drop-in space or resource centre is an asset;
- Direct experience working with vulnerable populations, including LGBTQ2S, Immigrant, Aboriginal/First Nations, and injection drug using communities; Non-Violent Crisis Intervention training or willingness to receive training

#### Skills and Abilities:

- Ability to communicate effectively, both verbally and in writing;

- Strong interpersonal skills;
- Familiarity and comfort with a variety of issues including poverty and drug use;
- Ability to de-escalate conflict and facilitate a space that is as safe as possible;
- Ability to work independently and in cooperation with others in a team environment;
- Must be able to represent AIDS Vancouver in a professional manner;
- Creativity and analytical skills;
- Facilitation and education skills;
- Interested in HIV/AIDS and related issues.

**Closing Date for applications:**

**August 23, 2011**

**Please send cover letter and resume to:**

**Quinn Bennett, Manager of Volunteer Resources and Support Services : [quinnb@aidsvancouver.org](mailto:quinnb@aidsvancouver.org)  
1107 Seymour Street, Vancouver BC, V6B 5S8**

Although we consider every application carefully, only those selected for an interview will be contacted. AIDS Vancouver is an equal opportunity employer and we encourage applications from those of diverse backgrounds (incl. gender, sexual orientation, ethnicity, community origin, and HIV status).