



Kermode Friendship Society

Registered with Revenue Canada as a "charitable organization"

4643 Park Avenue, Terrace, B.C. V8G 1V8

Phone 250-635-6778

Fax 250-635-6748

Employment Opportunity:

Strengthening Families Coordinator (Temporary 5 month Term)

Wage:

Up to \$30.00/hr based on qualification and experience

Start Date:

November 1, 2017

Location:

Terrace with travel to Prince Rupert

The Kermode Friendship Society offers culturally sensitive, quality programs and services to the Aboriginal community members and community-at-large in the Terrace area. Programs at Kermode Friendship Society include Administration, Aboriginal Child and Youth Mental Health, Circle of Life, Complex Developmental Disabilities, Aboriginal Infant Development, Family Skills, Employment Skills and Homelessness Prevention and the Aboriginal Head start Preschool program. As Kermode expands its services, we are looking to add motivated, strategic solutions focused individuals to our team. Currently we are looking to add a temporary Strengthening Families Coordinator to the team for a duration of 5 months.

KFS is undertaking the delivery of the Strengthening Families program in Terrace and Prince Rupert areas. Reporting to the Program Director, the Coordinator will ensure successful completion of the project by March 30, 2018. The overall goals for the Strengthening Families program is to guide and teach conflict resolution skills, decrease substance abuse, improve parenting skills, and increase social behaviors; as a result we anticipate that children have an increased success in school.

Responsibilities:

The coordinator is responsible for the following:

- Coordination of the training for the staff and other stakeholders with the Strengthening Families curriculum.
- Preparing the training contract with the Strengthening Families trainer for the approval of Kermode management
- Participation in the hiring of temporary strengthening families staff
- Marketing, planning and implementation of the training in Terrace and PR.
- Developing an incentive program to assist families in completing the program.
- Developing and tracking a referral system.
- Demonstrated ability to read, interpret & follow prescribed contract and budget.
- Demonstrated ability to complete monthly progress reports to management and board
- Active participation in KFS Coordinator meetings
- Demonstrated ability and familiarity with Kermode Friendship Society's mission and philosophy.

Qualifications:

- A certificate in Social Work or an equivalent of education and 2 years demonstrated experience in working with at-risk families.



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- Strengthening Families Training is Mandatory,
- 2 years minimum in working with Aboriginal communities and non-profit organizations.

Knowledge, Skills and Abilities

- Knowledge of Strengthening Families training
- Demonstrated experience in project management/ staff supervision.
- Is a self-starter, passionate and empathetic.
- Knowledge and awareness of NW Aboriginal culture
- Knowledge of positive parenting practices
- Proficient in Microsoft word, excel, power point
- Above average writing.

Mandatory Requirements

- Ability to undergo a criminal record search
- Valid driver's license and reliable vehicle
- Travel to outside communities

Please submit applications with references, & cover letter to:

c/o Human Resources
Kermode Friendship Society
3313 Kalum Street
Terrace, BC
Fax. 250.635-7696
Email. hr@kermode-fs.ca

Deadline for applications: October 22, 2017 midnight