



Job Posting: Participant Support-Employer Liaison

The Position: We are hiring for 2 full time positions. One position will be with our program for youth 18-30 on social assistance. Our second position will be one for our community reintegration program and will have a stronger addictions focus. The Participant Support/Employer Liaison recruits, interviews, and assesses participants' employment readiness, interests, skills, and motivations. They assist participants to identify employment and personal barriers and with creating their own action plans to address these barriers. Staff also provide wrap around supports to help ensure these plans are successful. The position also involves finding meaningful work experiences for participants and liaising with employers.

The ideal candidate

- Practices excellent interpersonal communication and conflict resolution skills.
- Has a strong participant empowerment perspective. Assists participants to identify internal motivations, build resiliency, and develop leadership abilities. Is empathetic while being able to give clear and direct feedback.
- Has excellent crisis intervention skills and knowledge of resources. Is able to accurately assess participant barriers and supports needed. Understands trauma informed practices.
- Possesses a good understanding of workplace needs and workplace cultures in order to successfully provide coaching for participants to meet expectations and thrive.
- Possesses a strong understanding and appreciation of Indigenous and newcomer's participants' backgrounds, cultures, and needs.
- Possesses the ability to coach participants' in job search skills, including resume and cover letter development, handling job interviews, etc.
- Is comfortable cold calling employers and finding placements and maintains excellent working relationships with employers.
- Valid Driver's Licence and access to a vehicle.
- Criminal record check with clear vulnerable sector and Child Abuse Registry.
- It is important that our staff reflect the diversity of our clientele. We encourage applicants to self-declare if they belong to an employment equity group.

About Us: The Momentum Centre delivers meaningful work experience and skills development to people who face multiple barriers to employment. Our professional development focuses on 5 key skills areas: 1. Leadership/ Facilitation/Taking initiative skills. 2. Conflict Transformation and Communication skills. 3. Cross Cultural Competency, 4. Stress and personal management and resiliency skills, 5. Job Search Skills. The participants help choose their work experiences (24 weeks) that are related to their identified fields of interest/expertise.

Salary: \$21.42/hr for 37.5 hrs/week, plus benefits package.

Closing Date: June 22nd, 2018

Anticipated Start Date and Term: July 9th, 2018, possibly sooner.

Please send cover letters and resumes to info@momentumcentre.ca

Applications without a cover letter will be considered incomplete