



# Community Network Facilitator

<b>Position:</b>	Community Network Facilitator
<b>Program:</b>	Options
<b>Contract:</b>	Permanent part-time; 21 hours per week (0.6FTE)
<b>Location</b>	128A Sterling Road
<b>Salary:</b>	\$53,940 – \$66,437 Grade 8 BU
<b>Application Deadline:</b>	February 1, 2019, 5.00pm
<b>File Number:</b>	OPT #2-19 - with cover letter and resume
<b>E-Mail:</b>	<a href="mailto:hrdep@familyserVICetoronto.org">hrdep@familyserVICetoronto.org</a>
<b>Mail:</b>	HR, 355 Church Street, Toronto, ON M5B 0B2
<b>Web:</b>	<a href="http://familyserVICetoronto.org">familyserVICetoronto.org</a>

Family Service Toronto (FST) helps people face a wide variety of life challenges. For over 100 years, we have worked with individuals and families destabilized by precarious mental health and/or socioeconomic circumstances, to achieve greater resilience and stability in more just and supportive communities. We achieve this through our direct service work of intervention and prevention which includes counselling, peer support and education; knowledge building; and system-level work including social action, advocacy, community building and working with partners to strengthen the sector.

Reporting to the Manager, Options Children's Services and Community Networking, the focus of the Community Network Facilitator (CNF) is on community building and facilitating community inclusion of individuals with developmental disabilities. The Community Network Facilitator acts as a resource and linkage with other community organizations to develop knowledge and understanding of issues faced by people with developmental disabilities. Support is provided to develop and implement short-term projects that promote community inclusion through advocacy, independence, choice, self-determination and respect for the contributions of all. This role works in partnership with self-advocates and Community Resource Facilitators.

**Please clearly identify how you meet the specific requirements outlined below.**

## **RESPONSIBILITIES**

- Coordinates and facilitates educational opportunities and community events that promote greater understanding of the value of, and opportunities for, community inclusion
- Facilitates self-advocate initiatives within FST and in collaboration with community partners (e.g., group facilitation)
- Collaborates with Community Resource Facilitators to provide support and assistance to shared clients
- Works in a person-directed manner to provide assistance to persons with developmental disabilities and their families in identifying their strengths, interests and needs in relation to community inclusion. Supports individuals to identify community inclusion goals and work towards their achievement
- Provides support to individuals and families in the process of locating and accessing community resources including volunteer, educational and recreational opportunities
- Supports individuals to develop independence/life skills so they can be active participants in the community

- Educates individuals and their families about the benefits of developing support networks and facilitates the development of support networks that strengthen the capacity of families and communities to value and sustain individuals with disabilities as part of everyday life
- Works collaboratively with individuals to create opportunities for self-expression and promote positive awareness of the capacities of individuals with developmental disabilities (e.g., newsletter, presentations, artistic endeavours)
- Works to ensure own services delivered are accessible, responsive and respectful of clients and community members
- Advocates with and for individuals with developmental disabilities for community inclusion in alignment with FST positions
- Provides information to individuals, their families, support staff and support circle members to promote skill and knowledge development
- Ensures the accurate and timely recording of information/activities in the client and service database as required by FST policies and procedures
- Participates in regular and ad hoc supervisory meetings with the Options Manager with the goal of promoting performance quality improvement
- Actively participates in the Options team, sharing team work and attending team meetings
- Participates in the development and implementation of evaluation mechanisms
- Provides supervision to students and volunteers
- Travels extensively within Toronto to do home visits and interviews/work in the community
- Ensures schedule is flexible so that services are accessible at times that work for clients including working in the evenings and on weekends
- Other duties as assigned

## QUALIFICATIONS

- Post-secondary education in social service field or equivalent education and experience (foreign credentials and relevant experience will be considered)
- Minimum three years of experience in the social services or a related field
- Minimum three years of experience working with individuals, families and groups
- Proven experience in community development and commitment to social inclusion
- Demonstrated experience supporting people with developmental disabilities and helping them to make connections in the community
- Demonstrated ability to develop and deliver effective workshops and community events
- Demonstrated experience in group facilitation within an anti-oppression framework
- Demonstrated commitment to principles of social justice, anti-oppression, equity and inclusion
- Adherence to a value system that recognizes the inherent worth and uniqueness of all individuals and their right to full inclusion, autonomy and self-determination
- Demonstrated ability to work positively and collaboratively as part of a multi-disciplinary team and with community partners
- Demonstrated knowledge of developmental services and community resources in the GTA
- Demonstrated understanding of issues faced by people with developmental disabilities
- Knowledge of and experience working in person-directed service provision
- Strong interpersonal and communication (verbal, written and listening) skills
- Strong organizational, time management and computer skills (e.g., Word, electronic client and service databases)
- Fluency in languages other than English (e.g. Spanish, Italian, Portuguese)
- Experience supervising students and volunteers
- Valid Ontario driver's license and regular access to a vehicle
- Flexibility in scheduling hours of work including evenings and weekends
- Criminal reference check with vulnerable sector check completed within the past 12 months

We are committed to developing a diverse service team that reflects the diversity of the population who live and work in the City of Toronto. Our goal is to attract, develop, and retain highly talented employees from diverse backgrounds allowing us to benefit from a wide variety of experiences and perspectives.

In accordance with Ontario Human Rights Code, Accessibility for Ontarians with Disabilities Act, 2005, and FST's Equity and Inclusion policy, accommodation will be provided in all parts of the hiring process. Applicants need to make their needs known in advance.

We thank all applicants and will contact the individuals selected for an interview.

**No phone calls please.**