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LEAD PROGRAM SUPPORT WORKER
After School Program (ASP) – Children’s Program - Full time, permanent position

WHAT IRCOM OFFERS:

- A warm, fun and supportive work community
- An incredibly diverse workplace that is committed to staff wellness and inclusion
- A staff team passionate, committed and unified in supporting the integration of newcomer families
- An inner-city organization committed to Truth and Reconciliation
- A family-friendly organization with a comprehensive benefits package
- A place where you can make a difference and feel the rewards of your work on a daily basis

CANDIDATE PROFILE: The Lead Program Support Worker, is an individual who:

- Has the ability to relate well with and positively influence newcomer children and youth
- Has the ability to lead and mentor other staff regarding children’s behaviour, restorative justice practices and accommodations
- Has a good understanding of newcomer vulnerabilities, especially regarding gang affiliation in Winnipeg and surrounding area
- Has initiative, creativity and resourcefulness to support diverse programming in varied locations
- Acts as a role model, mentor and leader to children and youth as they integrate into Canada
- Is prepared, organized and good at keeping track of participant and program details
- Loves working in a diverse and dynamic team
- Believes in IRCOM’s mission

POSITION SUMMARY: Guided by the vision, mission and values of the Immigrant and Refugee Community Organization of Manitoba (IRCOM), Inc., the Lead Program Support Worker assists the After School Program (ASP) team in providing enhanced social, behavioural and mental health supports to higher-risk or higher need newcomer children. The LPSW will work closely with children and youth to build prevention strategies, follow up on behaviour and interpersonal conflicts, and support ASP staff in programs.

The primary responsibility of the LPSW is to provide supports and activities, as well as mentorship, to ASP participants who have been identified as needing enhanced intervention and supports. The LPSW helps the team support higher-risk children build social, emotional, communication and conflict resolution skills. The LPSW develops strong relationships with newcomer child participants to be well-integrated in programs and to be positively engaged with peers, family, school and community by:

- Directly supporting higher-risk children in programs and engaging in out of program follow ups with individuals who are identified as higher risk
- Work with ASP’s Youth and Family Support Worker, ASP managers, Social Workers and other IRCOM teams to ensure holistic services for higher-risk youth and children
- Enhancing and supporting programming and supports for higher-risk youth and children
- Reporting and record keeping
- Assisting with program delivery

With guidance, support and supervision from the ASP Manager, the LPSW will undertake the following:

DUTIES AND RESPONSIBILITIES:

Direct Support to Newcomer Children: (60%)

- Provide mentorship to newcomer youth and children during ASP programs and act as guidance for other staff leading programs
- Be a role model for youth and children
- Provide children's program staff support in dealing with behaviour management, restorative justice, and program decisions
- Assist in connecting ASP children's Program staff with families of children for holistic support
- Provide one-on-one and group supports, activities and programs for children requiring added supports to positively engage in program, school, and community
- Use recognized training, tools and techniques to support vulnerable newcomer youth and children in areas such as: anger management, impulse control, decision making, addictions, trauma, mental health, crime/gang prevention, suicide prevention, intergenerational conflict, educational challenges, etc.
- Help implement a range of activities, programs, groups and outings for youth and children identified for added supports in coordination with Program manager
- Prepare goal-setting plans and track progress with targeted children both in and out of programming
- Advocate for appropriate additional services or interventions as needed
- Support higher-risk youth in a manner that is consistent with IRCOM's family-focused model
- Provide appropriate referrals to internal resources and programs as well as external services

Team and Interdepartmental Support: (15%)

- Support ASP staff working with higher risk youth and children
- Keep the ASP team informed, educated and advised regarding risk, safety and harm prevention for program participants
- Play a lead role with supporting staff to provide day-to-day supports and problem-solving
- Participate in relevant IRCOM working groups (e.g., Safety, Police, Anti-racism)
- Participate in all-staff, ASP and relevant High Needs Support Team meetings
- Participate in ongoing professional development
- Comply with all applicable IRCOM policies and procedures
- Perform other duties as assigned

Support Children and Youth Programs: (15 %)

- Engage with children in programs to build relationships and observe behaviours
- Assist in the implementation of preventative and intervention strategies
- Help develop and run new groups and services to address specific arising issues
- Connect and participate in community wide activities related to gangs, police, neighbourhood safety, service provision in the context of opioid/meth, and other inner-city issues

Reporting and Record keeping: (10%)

- Maintain database records of one on one, group sessions and home visits with children, youth and their families and compile relevant information into monthly reports
- Assist in core administrative tasks and reporting as assigned

REQUIRED QUALIFICATIONS

- Post-secondary education in social services or community development, or another relevant field of study
- Relevant experience such as social work, child and youth work, international development, conflict resolution, or child and youth development
- Minimum 2 years direct children and youth programming experience
- Demonstrated training & skills in child and youth interventions such as (but not limited to): suicide or substance abuse prevention, addictions, anger management, mental health disclosures, trauma-informed care, NVC, etc.
- Demonstrated ability to provide role modelling and supports to children and youth
- Strong understanding of the refugee experience and immigration process and challenges that newcomer youth, both refugees and immigrants might face

- Demonstrated ability to implement effective behavioral strategies for children and youth
- Strong organizational skills and the ability to prioritize work
- Demonstrated ability to work in a team and collaboratively with other staff and outside agencies
- Strong written and oral English communication skills
- Excellent cross-cultural and interpersonal skills
- Physical mobility to enable work at multiple locations
- Must be open-minded, resourceful, highly motivated, creative and independent
- Demonstrated strong commitment to supporting and empowering the newcomer community through previous volunteering / community involvement
- Proficiency with Microsoft Office Suite and data base record keeping
- Demonstrated experience working in a fast paced, multi-tasking environment
- Present a current Criminal Record Check and a clear Child Abuse Registry Check upon hire
- Demonstrate the qualities and values IRCOM seeks for all our staff (see <http://www.ircom.ca/about-us/work-here>)

DESIRED QUALIFICATIONS

- Post-Secondary education
- Knowledge and experience within IRCOM's After School Programs
- CPR/First Aid and NVC training
- Valid Manitoba Driver's License with clean driving abstract
- Interest or experience in sports or coaching sports
- Fluency in other languages

Location & Hours of work: This is a permanent full-time (37.5 hours) week position. Shifts will normally be between 1 and 9 p.m., Monday to Friday working across IRCOM's 3 program sites. Occasional weekend hours may be required as per the needs of IRCOM programs.

Wage: \$20.25/hour. This is a scheduled position with wage in accordance with the Collective Agreement between the Immigrant and Refugee Community Organization of Manitoba Inc. and the United Food and Commercial Workers Local 832.

Benefits: Group Insurance (Life, Long Term Disability, AD&D, Dental and Extended Health)
 Paid sick and discretionary days
 Employer paid RRSP benefits (begin in second year of employment)
 Professional Development opportunities
 Collaborative, family-friendly and supportive working environment

APPLICATION INFORMATION: All applicants must be legally entitled to work in Canada.

IRCOM seeks to reflect the communities it serves. We are committed to providing an inclusive, accessible, respectful workplace that strives for employment equity. Interested applicants can identify themselves as belonging to any under-represented groups including women, Indigenous peoples, racialized peoples, and/or persons with a disability.

To apply please send a cover letter and résumé to the following, and please indicate clearly how you meet the qualifications.

Review of applications will begin on **July 24, 2024
 and continue until the position has been filled.**

HR - Selection Committee: KiaraR@ircom.ca

We thank all applicants for their interest. Only those advancing in the selection process will be contacted. If you require accommodation at any stage of the hiring process (including alternate formats of materials, accessible meeting rooms or other accommodation), please let us know and we will work with you to meet your needs (KiaraR@ircom.ca).