



Immigrant and Refugee
Community Organization of Manitoba

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LEAD PROGRAM SUPPORT WORKER – YOUTH AND FAMILIES

After School Program (ASP)

Full-Time (37.5 hours/week), Permanent Position

POSITION PURPOSE AND SUMMARY:

Guided by the vision, mission and values of the Immigrant and Refugee Community Organization of Manitoba Inc., the Lead Program Support Worker – Youth and Families (LPSW-YF) leads the After School Program (ASP) team in providing enhanced social, behavioural, and mental health supports to higher-risk newcomer youth and their support systems.

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

- Directly supporting higher-risk youth and children and their families through on-on-one and group programming
- Working with ASP as a team lead, IRCOM social workers and other IRCOM departments to ensure holistic support for at-risk youth and children as well as their families
- Reporting and record keeping

This role works in collaboration with the ASP team to assist newcomer children and youth and their families integrate into Canadian society through educational, recreational and social activities. It is essential that this person develop communicative, supportive and trusting relationships with newcomer children, youth and their families and that exemplary conduct be modeled in speech, action and interpersonal relationships. The LPSW-YF will exhibit and uphold IRCOM's core values of integration, diversity, advocacy and empowerment, and they will work in a way that is people-centered, holistic and partnership based.

With the supervision and support of the ASP Manager and Assistant Manager, the LPSW-YF is responsible for the following:

DUTIES AND RESPONSIBILITIES

Direct Support to Newcomer Youth, Children, and Families (60%)

- Provide mentorship to newcomer youth and children
- Be an active role model for youth and children
- Provide one-on-one and group supports, activities and programs for youth and children requiring additional supports to positively engage on program, school, employment 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, systemic barriers, etc.
- Plan and implement a transitional program for children coming of age for youth program, including deliverables such as confidence building, volunteer work, healthy relationship workshops, consent workshops, etc.
- Prepare goal-setting for youth with documentation to track progress
- Address parenting gaps and build on parenting skills and communication with parents
- Work with school staff involved with the family to provide coordinated services and advocate for appropriate supports when needed
- Where appropriate, help youth and families navigate the Canadian Justice System (with support from social workers)
- Provide appropriate referrals to internal resources and programs as well as external services

Team and Interdepartmental Support (20%)

- Provide resources, best practices, skill building workshops and advice to ASP staff
- Create behaviour plans and intervention plans with social workers and the ASP Program Manager
- Keep the ASP team informed, educated, and advised regarding risk, safety and harm reduction for program participants

- Model Restorative Justice practices for ASP staff and participants
- Inform social workers when a case-management approach is required, and work together with the High Needs Support Team (HNST) to provide holistic supports, track progress, and provide consistent follow up
- Play a lead role in supporting staff through day-to-day behaviour guidance and problem solving
- Participate in relevant IRCOM working groups (e.g. Anti-racism, HNST)
- Participate in all-staff, ASP and HNST meetings
- Participate in ongoing professional development
- Comply with all IRCOM policies and procedures
- Perform other duties as assigned

Develop and Enhance Supports for Children and Youth Programs (10%)

- Help develop and run new groups and services to address specific arising issues
- Play a lead role in evaluation of programs and intervention strategies within ASP
- Connect and participate in community wide activities related to gangs, police, neighbourhood safety, addiction, and various inner-city issues
- Participate in planning of IRCOM's strategic priorities to advocate for the needs of children and youth (6-21)

Reporting and Record Keeping (10%)

- Maintain records of one on one conversations, relevant program attendance, group sessions and workshops, and home visits with children, youth and families
- Assist in core administrative and reporting tasks as assigned by the Program Manager

REQUIRED QUALIFICATIONS:

- Post-secondary education in a relevant field such as social work, child and youth work, international development, conflict resolution, sociology, or other relevant educational experience
- Minimum two-years direct children and youth programming experience
- Demonstrated training and skills in child and youth interventions such as: suicide or substance abuse prevention, addictions, anger management, trauma-informed care, NVCI, mental health first-aid, etc.
- Demonstrated ability to provide role modelling and supports for children and youth
- Strong understanding of the refugee experience and immigration process and challenges that newcomer youth, children and families 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
- 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 management
- Demonstrated experience working in a fast paced, multi-tasking environment
- Present a current Criminal Record Check and maintain a clear Child Abuse Registry Check
- Demonstrate the qualities and values IRCOM seeks for all our staff (see <http://www.ircom.ca/about-us/work-here>)

DESIRED QUALIFICATIONS:

- Knowledge of IRCOM's After School Program
- Experience or training in resource, special education and/or counseling
- Fluency in additional languages
- Valid Manitoba Driver's License with clean Driver's Abstract
- CPR/First Aid, Food Safety and NVCI training certificates

Work Location and Schedule: The LPSW-YF will mainly work between the hours of 1pm-9pm Monday-Friday. Occasional morning or 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 Plan with extended health, dental, life and AD&D insurance
- Professional development opportunities
- Paid sick and discretionary days
- Employer RRSP contributions beginning in 2nd year of employment
- Collaborative, family-friendly and supportive working environment

Application Process: 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 September 5, 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).