



citizen advocacy
parrainage civique

Community Facilitators

Citizen Advocacy is looking for Community Facilitators. Candidates would have experience working with individuals who are living with a disability. This position requires a time commitment of 6 hours per month, per family. This is an ideal opportunity for someone who has a passion for supporting people living with a disability and believes in the power of friendships and belonging.

Community Facilitators work with individuals living with disabilities (Focus Person) and their families, to create connections to community, helps them achieve the vision for the Focus Person's life, and works to create a formalized group of people who are committed to being part of the Focus Person's life on an ongoing basis. A solid network of caring people ensures a good life now and a safe and secure future and peace of mind for the individual with the disability and their family.

Community Facilitator's Responsibilities:

- Identifying potential community connections and accompanying focus person in the community
- Actively recruiting new network members from the community
- Completing invoices in a timely manner and sending the family and the Program Manager monthly summaries of work completed or planned
- Monitoring that long-term planning is completed and updated as necessary (Wills, Trusts, Powers of Attorney, Guardians etc.), and that all documentation is stored safely and confidentially
- Developing and maintaining a 6-month work plan for each family and reporting on activities to the Program Manager
- Attending Facilitator meetings (4 annually) at the Citizen Advocacy office

Requirements:

- A University degree or College diploma in Social Work, Social Service Work, etc.)
- Ability to work 6 hours per month (flexible), per family
- Fluent in English (some positions require English and French)
- Strong interpersonal and group skills
- Knowledge and experience in providing support and guidance for people with various disabilities
- Outgoing personality with a high level of comfort thinking in new and creative ways to build connections within a community
- Demonstrated links and involvement in their own community
- Ability to commit for one year to each family facilitated
- Knowledge of MS Word and access to computer and internet
- Personal and professional references/current valid police check

Rate of Pay \$25.00/hour

Please send your resume to:

Program Manager, Kelly Howson at khowson@citizenadvocacy.org OR fax it to 613-761-9525