

FAMILY SERVICES of the NORTH SHORE

Contract Position – 7 hours per week

Position: Coordinator – Dads on the North Shore Peer Support Program
Position #: 17-1167
Reports to: Director of Community & Provincial Programs
Location: North Vancouver office / Community / home office
Closing: October 22, 2017

The Agency:

Family Services of the North Shore is an accredited, not-for-profit, community based organization which provides counselling, education and support to those living or working in North & West Vancouver, Bowen Island and Lion's Bay. Family Services of the North Shore also provides province-wide programming in the prevention of eating disorders.

The Program:

Dads on the North Shore is a volunteer-based peer support program for fathers on the North Shore. The program includes semi-monthly get-togethers and a monitored Facebook page where fathers discuss dad-related questions, activities and resources. This program is part of a larger strategy to meet the needs of new parents and to support the engagement of fathers in active parenting.

The Job:

You will facilitate the semi-monthly get-togethers in a variety of community locations. You will plan, promote and provide logistic support for get-togethers and other program activities. You will gather and analyze participation survey and feedback information and use this information to guide activity planning. You will support volunteers to take on leadership roles in various program activities. You will update and monitor the program's Facebook page as well as prepare reports on attendance, expenses etc. on a monthly basis. You may also prepare and edit promotional material as necessary.

The Candidate:

You have experience providing group facilitation or peer support in a community setting. You have excellent communication skills and experience coordinating community projects. You have a good understanding of the needs of new fathers on the North Shore and a strong command of Facebook and other social media platforms. You have experience creating and editing basic promotional materials.

You are able to work independently but also seek direction when necessary and are receptive to feedback. You have the ability to work with volunteers and other community stakeholders with skill and diplomacy.

Please respond, in confidence, with resume and cover letter to:

Kathleen Whyte
Senior Manager of Human Resources
careers@familyservices.bc.ca

While we thank all applicants for their interest, only short-listed candidates will be contacted.