



CAREER OPPORTUNITY

Position: OUTREACH AND EDUCATION FACILITATOR

Department: COUNSELLING, OUTREACH AND EDUCATION

Hours: Monday to Friday- 35 hours/week, requires flexible schedule

Position Overview:

To support the development, promotion and delivery of presentations, workshops, trainings, personal growth groups and individual education in areas connected to suicide prevention, family violence prevention and a variety of other topics.

Key Responsibilities:

- Facilitate presentations, workshops, personal growth groups, trainings and individual education sessions.
- Participate as a member of a healthy and dynamic team.
- Participate in development and revision of program materials
- Create marketing and promotional material for the programs and services offered
- Represent the agency and the department on interagency committees and at public events in response to community needs around key issues such as Suicide Awareness Week, Family Violence Awareness Month, and Sexual Assault Awareness Week.
- Respond to community requests for information, program materials and resources.

Qualifications:

- Bachelor degree in Social Work, Psychology or relevant discipline.
- Minimum 2 years facilitation experience is required.
- Experience in working with diverse populations.
- Strong interpersonal communication skills, both written and verbal.
- Strong computer literacy skills including; Microsoft TEAMS, Canva, Mailchimp and proficiency in data entry, word processing and spreadsheet applications.
- Excellent organizational skills
- Must provide COVID-19 Immunization Record and be fully immunized (2 weeks after last dose) before start date.
- The successful candidate will be required to provide a Police Information Check.

Start date: ASAP

Application deadline: January 26, 2022

Please submit, in confidence, a resume and cover letter referencing job posting COE48 and where you viewed our ad:

Email: humanresources@lfsfamily.ca

Mailing Address: Human Resources, Lethbridge Family Services
100 – 1410 Mayor Magrath Dr. South
Lethbridge AB T1K 2R3

Fax: (587)425-5209

Web: lfsfamily.ca

We thank all candidates for their interest, however, only those selected to continue in the process will be contacted.

Lethbridge Family Services is an equal opportunity employer.

