

Aboriginal Friendship Centre of Calgary

<https://www.afccalgary.org/job/strong-voices-program-coordinator-calgary/>

Strong Voices Program Coordinator (Calgary)

Employment Type

External

Job Location

Calgary

Date posted

May 29, 2019

Description

The Strong Voices Program Coordinator participates in community development initiatives as a representative of HIV Community Link. Examples include various local and regional committees and collaboratives that address relevant community issues; leadership and coordination of the Strong Voices community-based Advisory Committee; and development/delivery of education and awareness activities for community members and partner organizations. This position requires a passionate professional who is committed to developing supportive and respectful relationships through non-judgmental and client-centered service delivery.

This is a full-time position (35 hours a week) working Monday to Friday. This position is based out of the Calgary office; regular hours are Monday to Friday, 9:00 AM to 5:00 PM. The position will report directly to the Team Lead, Prevention and Education.

[Click here for more details](#)

Responsibilities

Case Management and Support

- Provides comprehensive case management services including: • In-office and community based service provision,
- Community referrals, basic needs and resource coordination,
- Intake and assessment of program clients,
- Eliciting and supporting of client-driven case management and goal plans.
- Provides supportive counseling related to issues of mental health, trauma and addictions.
- Provides crisis support and intervention.

Community Engagement:

- Builds relationships and facilitates access to traditional Indigenous knowledge, practice and ceremony.
- Recruits and engages an Advisory Committee of community members, opinion leaders, mentors and Elders to guide program objectives and activities.
- Understands and communicates key agency positions and values in a professional and situation-appropriate manner.
- Identifies and develops new partnerships based on key issues and needs.

Knowledge Translation:

- Maintains and enhances knowledge of emerging information and trends in HIV-related issues through ongoing self-directed learning.
- Develops and delivers culturally informed HIV-related education activities

to diverse individuals, organizations and communities.

- Participates in capacity-building consultation, initiatives and networks including local and regional committees and collaboratives.

Administration:

- Maintains program statistics and documentation.
- Participates in ongoing program development, evaluation and reporting.
- Ensures program accountability through maintenance of outcome based reports and client assessment.

Qualifications

- Human Services diploma/degree and two years' experience providing frontline service to Indigenous communities. A combination of equivalent experience and education may be considered.
- In-depth knowledge and experience of diverse Indigenous cultures and traditional practice and of social and structural factors that affect Indigenous people.
- Strong connections and experience working with diverse Indigenous communities and agencies.
- Experience and comfort in working with sexual health related topics, diverse sexual orientations and gender identities.
- A strengths-based, harm-reduction and human rights-based philosophy of service provision.
- Foundational knowledge of, and theoretical orientation to, intersectionality, trauma-informed, and anti-oppressive practice frameworks.
- Thorough knowledge of local social service programs and community resources.
- Strong knowledge of mental health and substance use-related issues and interventions.
- High ethical standards and professionalism, with a demonstrated ability to adhere to strict confidentiality practices.
- Public speaking and presentation experience is an asset.
- Suicide Intervention (ASIST) and current First Aid/CPR certification is an asset.
- Physical capability to allow participation in regular moderate walking and the ability to lift up to 25 pounds.
- Required to work independently in various locations within the community of Calgary.
- Provision of a criminal security check with vulnerable sector search every three years.
- A valid driver's license and access to a reliable transportation.

Contacts

This position will remain open until a suitable candidate is found. Please send your cover letter, resume and salary expectation to **hr@hivcl.org** quoting job reference **HIVCL-123**

You must be eligible to work in Alberta and available for in-person interviews. No phone calls please. We thank all applicants for their interest; however only those selected for an interview will be contacted.