



Trenton Military Family Resource Centre (MFRC)

Internal and External Job Posting

POSITION: Prevention, Support and Intervention Coordinator
1.0 FTE, Unionized

MANDATED SERVICE AREA: Trenton Military Family Resource Centre (MFRC)

RESPONSIBLE TO: Program Supervisor/Clinical Supervisor

OUR MISSION

To promote and facilitate community-based services that enrich, strengthen and enhance the quality of life for our military families.

OUR VISION

Where every military family feels welcome and supported.

GENERAL POSITION OVERVIEW

The Prevention, Support and Intervention Coordinator will require a thorough understanding of the unique and demanding lifestyle experienced by the military family as well as a thorough understanding of the needs of individuals/families in crisis. The Prevention, Support and Intervention coordinator will complete initial intakes, provide counselling support and assist clients in accessing community resources. The coordinator will also organize groups and workshops that will prevent crisis and enhance the quality of military family life. A knowledge of prevention and intervention community-based organizations, local and regional social service agencies and other such resources would be an asset.

HOURS OF WORK

This is a full-time position at thirty-seven (37.5) hours per week and the hours of work are structured based on the needs of the program and may include evening and weekend work as required.

START DATE: To be discussed.

QUALIFICATIONS AND COMPETENCIES:

The Prevention, Support and Intervention Coordinator will have:

- a post-secondary education from a recognized university in Social Work, Psychology, or equivalent;
- at least four years of related experience, two years of which includes experience and training in prevention and intervention services/delivery;
- experience in developing and delivering adult programs and support groups;
- experience providing individual counselling for adults, adolescents and children;
- training in the principles of adult education;
- experiences providing psycho-educational groups;
- experience working with individuals and groups in a non-profit, community-based organization;
- a current membership in a recognized professional association in the Province of Ontario;
- skillful and confident decision-making skills and a high degree of interpersonal and communication skills;
- a superior knowledge of oral and written fluency in English, fluency in French would be an asset;
- proficiency in various computer applications such as Microsoft Word Internet and the ability to adapt to new applications as they become available.

If interested and qualified, please submit your resume and cover letter no later than January 17th , 2022 to Kelly Briggs at kelly.b@trentonmfr.ca.

C Debbie VanOoyen, Trenton MFRC, Union Steward
Elizabeth Nicholas, Trenton MFRC, Union Steward

Posted: January 3rd, 2022