



Job Posting Youth & Family Services Group Facilitator

Boys & Girls Club of Greater Victoria's (BGCVic) mission is to provide safe, supportive places where children and youth experience opportunity, overcome barriers, develop skills, positive relationships and confidence for successfully leading their lives and communities. The Agency supports practice through a trauma-informed lens, placing priority on participant safety, choice, and self-determination.

Our Ideal YPS Group Facilitator will provide group facilitation for a variety of programs including the Young Prenatal and Parenting Program, Best Babies, and Victoria Youth Program for Enhanced Recovery (VYPER). In this position, the Youth & Family Services Group Facilitator will create, collaborate, advertise, plan and facilitate – co-facilitate groups according to mandate and participant needs. Please note this is a new position creation it may shift as we find the programs need dictate or as your involvement with other programs dictate. There may be an opportunity to work alongside other departments and programming as well.

Key Duties & Responsibilities

- Best Babies Intake process and exit surveys
- Distribution of weekly Walmart cards and Bus tickets, picking up and ordering as needed
- Distribution and tracking of Hospital parking passes, Vitamin D & Prenatal Vitamins
- Referring out for what is beyond the Best Babies program scope
- Encourage healthy group process, provide guidance and parent education, and support self-care in a safe and comfortable learning environment
- Take part in a weekly debriefing to go over any new intakes with staff, any notable moments from the group, discuss how the topic went etc.
- Cleaning and sanitizing of space and toys as needed, including the laundry
- Design and plan community workshops which meet the needs of the community
- Meet regularly with Manager, colleagues and key service professionals to develop and coordinate program plans, evaluate programs and activities, and participate in in-service training and guest speakers
- Collaboratively plan with the Public Health Nurses, Dietician, Nutritionist about their facilitation topics and dates, and independently plan out the rest
- Complete the Smart Recovery Training online
- Registering the program with Smart Recovery Canada
- In collaboration with Manager, liaising with Discovery Counsellors and Threshold Housing team around co-facilitating
- Use existing curriculum, modify/adapt as needed to meet the needs of the particular youth
- Advertising & marketing group in the Greater Victoria

Qualifications

- Post-secondary education in a relevant human services field
- Extensive experience in group facilitation
- Minimum of 2 years' experience in parent support
- Experience facilitating curriculum based parenting programs
- Demonstrated knowledge of child & adolescent development

- Demonstrated understanding of the principles of adult learning
- Strong program planning and organizational skills
- Knowledge of community-based resources for parents, an asset
- Competency in a database computer programs
- Able to work independently
- Reliable vehicle
- Recognition and respect for the Lkwungen, WSÁNEĆ, T'sou-ke, MÁlexeł and Scia'new people, upon whose traditional territories we live and work

We Offer:

- Salary: \$20.50 per hour
- Term: Part Time, Permanent
- Hours: 18 hours a week minimum, up to 40 if working with other programs
- Location: 301-1195 Esquimalt Road, Victoria, however working from other locations including but not limited to Esquimalt and Westshore is required

To Apply:

- Submit your resume and cover letter stating the position that you are applying for to employment@bgcvic.org
- The posting will remain open until the position is filled

We thank you for your interest. Only shortlisted candidates will be contacted.