



Job Posting

Youth Friendly Hub Project Coordinator – Jane Street Hub (Full-time/35 hours per week, 18 month contract, starting July 10th, 2017)

Unison Health and Community Services is a non-profit, community-based organization that serves neighbourhoods in North West Toronto. Operating out of five locations, Unison offers core services that include primary health care, case management and counseling, health promotion, Early Years programs, legal services, harm reduction programs, housing assistance, adult protective services, Pathways to Education and Diabetes Education Centre. Unison's mission is working together to deliver accessible and high quality health and community services that are integrated, respond to needs, build on strengths and inspire change.

Unison is committed to working from an inclusive, pro-choice, sex positive, harm reduction, anti-racist, anti-oppression and participatory framework.

Reporting to the Urban Health Programs Manager, the primary roles & responsibilities of the Youth Friendly Hub Project Coordinator will be to:

1. Organize and undertake a collaborative planning process with hub partners and community stakeholders;
2. Test implementation of some ideas aimed at better meeting the needs of neighbourhood youth and young families.

Job-Specific Responsibilities:

1. Establishes and supports a working group of representatives from hub partners and other community stakeholders to meet and plan and act together with a view to undertaking some of the following activities:
 - a. Identifying opportunities to better coordinate services for priority youth (e.g., ways to improve information sharing, cross-agency referrals, new or enhanced partnerships)
 - b. Identifying and testing specific strategies for engaging more youth and young families
2. Supports the working group in its planning process by organizing and implementing consultations and information gathering activities, to be determined in discussion with working group, such as:
 - a. Undertaking a brief community scan and asset mapping exercise regarding programs and services for youth and young families in the local community (in consultation with service providers, youth and young adults in the community).
 - b. Hosting a "services fair" or "town hall" event for youth and service providers to connect and share information and ideas.
 - c. Conducting consultations and/or focus groups with local service providers, youth and young families (including Hub users as well as residents who are not Hub users).
3. Recruits, orients, collaborates with and supports two hub Youth Advisors (peers) to:
 - a. Support the working group in its planning process, including participating in the working group meetings;
 - b. Identify, develop and test strategies for reaching youth and young adults in the community, including youth friendly outreach materials and improved social media presence.
4. Meets with and shares ideas with the Community Advisory Panel.

5. Liaises and builds relationships with other local youth-serving agencies, networks and self-help groups in the Weston-Mount Dennis neighbourhoods to engage and link them, as appropriate and possible, to the project activities.
6. Identify sources of funding for future youth engagement activities (e.g., may include seeking funding for extended hours).

Key Skills, Experience and Qualifications:

- Masters of Health Promotion or Adult Education, or equivalent education and experience
- Able to exercise independent judgment and discretion in dealing with information, maintain appropriate boundaries with residents
- Self-directed and organized with the ability to manage time with overlapping priorities and multiple areas of responsibility
- Excellent communication skills, including interpersonal, presentation, written and computer
- Demonstrated knowledge of, and sensitivity to, the impact of social, economic, environmental and cultural issues on diverse communities
- Knowledge of issues affecting communities/individuals facing barriers/challenges to access in an urban environment
- Proven ability to successfully engage youth
- Proven ability to build and strengthen partnerships between community and social service organizations
- In-depth knowledge of the Weston-Mount Dennis neighbourhoods an asset
- Ability to work flexible hours and attend occasional evening and weekend events
- Budget management skills, practices and techniques
- Prior experience working with youth in a mentorship or coaching role.

Interested candidates are asked to email a résumé with covering letter by 9:00 a.m., Friday, June 9th 2017, to:

Hiring Committee – Youth Friendly Hub Project Coordinator, Jane Street Hub
Unison Health and Community Services
hirings@unisonhcs.org

Please cite UN_2017_014 in the subject line of the email

We welcome applications from people who are reflective of the diverse communities we serve, including those who might need accommodation.

Where needed, accommodations for applicants with disabilities will be provided, on request, to support their participation in all aspects of the recruitment process.

While we thank all applicants for their interest, only those selected for interview will be contacted.