

## **JOB POSTING**

### **Community Program Support Worker**

**Contract, \$20.75 per hr. (35 hours per week)**

**November 2021 to end of February 2022 (with possibility to renew)**

Unison Health and Community Services is a non-profit, community-based organization that serves neighbourhoods in North West Toronto. Operating out of six locations, Unison offers core services that include primary health care, counselling, health promotion, Early Years programs, legal services, harm reduction programs, housing assistance, adult protective services, Pathways to Education™ and a Diabetes Education Program. 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 Health and Community Services is committed to working from an inclusive, pro-choice, sex positive, harm reduction, anti-racist, anti-oppression and participatory framework.

We are seeking a Community Program Support Worker to assist with the implementation of our Urban Health Programs. The Community Program Support Worker will report to the Manager, Urban Health Programs.

#### **Job Specific Responsibilities:**

- Participate in the outreach and implementation of the following initiatives, including but not limited to:
  - Community engagement events
  - Food security initiatives
  - Group programs, both in-person and virtually
  - COVID-19 programs, such as testing and vaccination clinics, education events
- Facilitate warm referrals to services and programs for individual clients and group participants

- Assist with data collection and participate in the evaluation of the group programs and projects
- Participate and contribute to team meetings and planning meetings
- Other duties as assigned.

### **Organizational Responsibilities:**

- Participate in team meetings, initiatives, and events
- Develop work goals in conjunction with supervisor, identifying action plans, learning objectives and professional development needs
- Participate in performance appraisal process including self-evaluation component
- Adhere to all policies and procedures of the organization
- Submit encounter data and/or statistics, administrative forms, and reports in a timely fashion
- Orient, supervise and support students and/or volunteers as required
- Identify, report, and debrief on client safety incidents, good catches and occupational health and safety incidents/near misses
- Other duties as required.

### **Job-Specific Qualifications:**

- Diploma in Social Services or equivalent experience
- 1-3 years experience in a community-based setting
- Demonstrated knowledge and experience in group work
- Demonstrated knowledge of, and sensitivity to, the impact of social, economic, environmental and cultural issues on diverse communities
- Knowledge of issues affecting communities facing barriers to access in an urban environment
- Excellent interpersonal, communication and organizational skills, including computer literacy
- Excellent interpersonal skills with colleagues, students, community members, volunteers, etc.
- Excellent English communication skills, both written and verbal, with individuals and groups; knowledge of a second (or more) language and culture is an asset

- Availability to work flexible hours.

**Interested candidates are asked to submit a résumé with covering letter by 4:00 pm on Friday, November 5, 2021 to:**

Hiring Committee – Community Program Support Worker  
Unison Health and Community Services  
Toronto, ON  
[hirings@unisonhcs.org](mailto:hirings@unisonhcs.org)

**Please cite UN\_2021\_044 in the subject line of the email**

**Please be advised that our organization requires all staff, students, and volunteers to be fully vaccinated. Proof of vaccination can be obtained from the Ministry site.**

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.