**JOB DESCRIPTION**

**Position Title:** Facilitator for Fathering Group

**Program/Location:** Connections/Primary work location will be Carleton Place/Smith Falls (Employees may be requested or expected to provide service in any geographic location within the organization)

**Reports to:** Director of Mental Health Services and Connections

**Role Summary**

The Facilitator for Fathering Group works with Connections Program co-leads, to co-facilitate an in-person group for fathers who are parenting children 0-6 years. Topics focus on fathering, parenting, healthy relationships, child brain development, coping mechanisms and raising self esteem in parents and their children.

The Facilitator for Fathering Group works within the values and objectives of ConnectWell Community Health to deliver a dynamic and engaging group to support people in their role as fathers.

**POSITION REQUIREMENTS**

1. **Education**

* Post-secondary education in social service, health, child development or a related discipline

1. **Professional**

* Minimum 3 years’ experience working with vulnerable families, children and low-income groups, people with mental health issues including substance use and intimate partner violence.
* Significant experience in group facilitation with men

1. **Key Competencies**

* Demonstrated ability working with fathers in a group settings
* Knowledge and understanding of the needs of vulnerable, high-risk individuals and families across the age continuum
* Knowledge and understanding of dynamics of family functioning, child development, poverty issues, substance abuse, unhealthy relationships including trauma and interpersonal violence against women and children.
* Demonstrated ability to work in a caring, supportive, and non-judgmental manner with vulnerable individuals and families while maintaining healthy boundaries.
* Demonstrated ability to work within a social determinant of health framework.
* Demonstrated ability to work independently and manage time effectively.
* Strong organizational skills
* Knowledge of the culture and needs of a rural community.
* Excellent communication and group facilitation skills
* Excellent interpersonal skills
* Demonstrated ability to work collaboratively in a team environment.

1. **Work Conditions**

* The position is a combination of physical activity and sedentary
* It can require bending, moving, light lifting along with office work for administrative tasks including in-person and virtual meetings
* The job requires travel by car

**POSITION RESPONSIBILITIES**

Overall, the facilitator for Fathers Group

* Works closely with the Connections co-facilitator for the fathers group
* Actively participate in the planning, developing, delivering and evaluation group
* Uses trauma informed and relational approaches when working with vulnerable individuals and families
* Remains current on all mandatory reporting guidelines and reports as required
* Works as part of a multidisciplinary team
* Participates on ConnectWell, Connections and team case conference meetings as time allows
* Collects and maintain session notes, program data on all groups and submit reports in a timely manner
* Participates in the logistical operations of the group

Other

* Ability to work flexible hours based on program needs including evenings and weekends.
* Valid driver’s license and the use of a reliable vehicle
* Current CPR-AED – level C
* Current Vulnerable sector check

**Standard ConnectWell Employee Responsibilities**

As an employee of ConnectWell, this position is responsible for the following:

**Administrative**

* Preserves confidentiality of all client and employee information and seeks to minimize risk while working with data
* Submits records of time worked and time off in a timely manner
* Maintains and develops professional competence, and where applicable, a professional license to practice, through appropriate continuing education methods (e.g. peer interaction, literature review, conferences, courses, staff development leave, etc.)
* Complies and adheres to all applicable ConnectWell policies and procedures

**Organizational Responsibilities**

* Respects and values the diversity of the community and individuals
* Supports the organization’s student placement programs
* Contributes to the organization’s work by participation in activities that seek to strengthen collaborative and interdisciplinary teamwork, such as committees and working groups, strategic planning and accreditation
* Contributes to the organization’s practices of hiring, orienting and training of employees
* Participates actively in team meetings
* Consults with and provides support to team members and other ConnectWell employees regarding professional issues
* Participates in the development of policies and procedures by providing feedback in the organization’s policy development process
* Works in a manner that incorporates health promotion and recognizes the determinants of health
* Participates in team and individual professional development opportunities

**Occupational Health & Safety**

This position must also work within the scope of all legislative and ConnectWell Health and Safety policies. In this capacity, the employee:

* Works in a manner that promotes a safe, secure environment, and is compliant with the Duties of Workers under the Ontario Occupational Health & Safety Act (Section 28)
* Must read and follow all ConnectWell Occupational Health & Safety policies
* Works safely in consideration of the following job hazards: noise, workplace violence
* Participates in Occupational health & Safety training as required:
* AODA
* WHMIS
* Employee Safety Training
* Other (as required)

I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ have read this job description and understand and accept the responsibilities outlined within. I have also been given a copy of this job description.

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Employee Signature Date

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Supervisor Signature Date