



**Position Title:** Bilingual Outreach/facilitator - Mothers Program  
**Hours:** 0.40 EFT (16 Hours / week)

**Union Classification:** Outreach Worker  
**Salary Scale:** \$20.177 - \$23.390

**Job Purpose:** Under the direction of the Mothers Program and Health Promotion Team Leader, the Mothers Program Facilitator will be responsible for identifying and/or contacting potential participants for involvement with the program, providing direct outreach, facilitation of groups, group planning and acting as the liaison between the family and other community resources. This position is bilingual with proficiency in both French and English.

ALL INTERNAL APPLICANTS MUST APPLY IN WRITING, including those who wish to increase their EFT.

**PLEASE REPLY IN WRITING BY 4:00 pm on August 15<sup>th</sup>, 2018 TO:**

Mothers Program Outreach Facilitator (Bilingual) Hiring Committee, Women's Health Clinic  
419 Graham Ave. Unit A, Wpg MB R3C 0M3 or email: [secty@womenshealthclinic.org](mailto:secty@womenshealthclinic.org)

**PRIMARY RESPONSIBILITIES:**

- Provide outreach services necessary to connect women with the program.
- Offer support and link with other community resources as necessary.
- Co-ordinate the involvement of various community agencies and advocate on behalf of the client.
- Perform case management duties in a highly confidential and professional manner.
- Assist in data collection and prepare statistics as required.
- Attend group and assist in set up and cleanup of group as required.
- Coordinate group planning and facilitate presentations as required.
- Engage in the promotion of Families Connecting programming specifically and Mothers Program activities in general.
- Purchase food required for groups and recipes as identified by the site team members.
- Participate in staff meetings, training sessions and case conferences as appropriate with other members of the Maternal Health and Wellness team and other WHC program areas as needed under the direction of the Mothers Program Team Leader
- Act as a liaison for site related concerns such as child minding, site administration and other issues as identified by site team members.
- Performs other tasks as assigned.

**Additional Information:**

- This position requires the ability to flex time to respond to client, community and agency needs, including evening and weekend work. Travel is required.
- This position functions within a multi-disciplinary team which includes physicians, midwives, counsellors, nurse practitioners, client service workers, dietitians, volunteer counsellors, health educators and public health nurses. A commitment to working co-operatively in a participatory management structure is required.
- This position will require some heavy lifting.
- A commitment to working with women from a feminist perspective is required.

Women's Health Clinic is a feminist, pro-choice community health centre that provides accessible and equitable health and wellness services and education. WHC is committed to developing an inclusive organization that is reflective of and responsive to the diversity of the communities we serve. This position is subject to a Criminal Record Check and a Child Abuse Registry Check.

**We thank all applicants for their interest; however, we will only contact those candidates whom we wish to interview.**



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**QUALIFICATIONS:**

Minimum requirements

- Grade 12 Equivalency and/or a combination of education and experience
- Minimum of two (2) years' experience working with women and infants in the area of pregnancy, parenting and nutrition (various combinations of experiences will be considered)
- Understanding of and a commitment to Women's Health Clinic model of care
- Knowledge of gender, race, class, disability, size oppression, sexual orientation, culture and language issues
- Experience facilitating groups
- Knowledge of community resources
- Strong written and verbal communication skills
- Demonstrated problem solving skills
- Experience working from an empathetic and non-judgmental judgmental approach
- Experience working within an inter-disciplinary team in a variety of settings
- Demonstrated commitment to working with women towards positive change
- Valid Driver's License and access to vehicle
- Proficiency in both official languages

**Seniority will be a factor in the selection of the incumbent.**

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