

## **JOB POSTING**

<b>Position:</b>	Black Family Support – Drop-in Program Facilitator
<b>Contract type:</b>	Full-time - Permanent
<b>Start Date:</b>	ASAP
<b>Location:</b>	Region of Peel
<b>Wage Rate:</b>	\$24.27 Per Hour - 35 Hours Per Week + Benefits After 3 Months
<b>Deadline to apply:</b>	Open till filled
<b>Position Type:</b>	This position is part of the bargaining unit.

### **About MNS:**

MNS is a non-profit, charitable organization that has been providing essential settlement and community support services since 1975. We are dedicated to fostering well-being, empowerment, and equity within our communities. For more information, visit [www.mnsinfo.org](http://www.mnsinfo.org).

### **Position Description:**

Reporting to the Black Family Support Program Manager, the Family Drop-in Program Facilitator is responsible for creating and maintaining a safe, welcoming space for Black children and their parents/caregivers to access culturally relevant resources, and support. This role involves facilitating drop-in sessions, offering guidance, and connecting families with community services in a way that is impactful and responsive to their unique needs. The Facilitator's work is part of the Ministry of Children, Community and Social Services' campaign initiative, supported under the Innovative Supports for Black Families program.

### **DUTIES:**

- Design and implement inquiry-based, creative learning activities for Black parents/caregivers and their young children, ages birth to six (6) years.
- Facilitate play-and-learn drop-ins that promote holistic development in children, while ensuring rules and safety protocols are followed. Engage parents/caregivers in the learning process and provide referrals to community services when needed.
- Plan and lead family-centered social events, seasonal activities, and cultural celebrations such as Black History Month. Incorporate cultural values, history, and practices to educate and engage families.
- Actively participate in the ongoing evaluation of the program, assessing its impact and implementing improvements to ensure effectiveness and relevance to the families served.
- Ensure the program space is clean, organized, and well-maintained. Monitor program materials and resources for cleanliness, accessibility, and safety, and manage the ordering of supplies as needed.
- Provide one-on-one, culturally sensitive support to Black families, addressing their unique challenges and needs. Demonstrate an understanding of the intersectional experiences of culture, religion, ethnicity, socio-economic status, and sexual orientation.
- Manage participant registration and monitor attendance. Compile and produce accurate reports on outcomes. Contribute to statistical data collection to track and improve program effectiveness.
- Serve diverse families, including those with special needs, language barriers, young/single parents, and LGBTQ+ families, ensuring equitable access to services and support.
- Perform additional tasks as assigned to support program goals and community needs.

### **QUALIFICATIONS:**

- Registered Early Childhood Educator (RECE) and valid membership with the College of ECE is required upon the start of employment.
- A minimum of one (1) year of experience working with families and children in an EarlyON program or childcare setting. *New graduates are welcome to apply, with educational knowledge or direct experience working with children aged 0-6 and their parents/caregivers.*
- Certification in Mother Goose, Nobody's Perfect, Group Facilitation an asset.
- Extensive knowledge of the Black community and the specific challenges it faces.
- Excellent organizational and time management abilities, with experience managing competing priorities and working under tight deadlines, and has strong report writing skills, with a keen eye for detail.
- Ability to design and deliver engaging presentations on a range of topics, including specialized workshops i.e. Black child development and parenting skills.
- Must be able to work evenings and weekends in both an indoor and outdoor setting
- Strong commitment to promoting diversity, addressing anti-Black racism, and implementing anti-oppressive practices.
- Must have a valid CPR/First Aid training Certification
- Must provide record of immunization mandated for the Early Childhood Educators (ECEs)
- Valid Ontario driver's license and access to a reliable vehicle is essential for local travel

Upon hire, candidates must provide a Current valid Vulnerable Sector Screening (VSS) obtained within the last 6 months, along with a copy of their registration with the regulated college.

**How to Apply:** Please submit a resume and cover letter to the Hiring Committee at [hr@mnsinfo.org](mailto:hr@mnsinfo.org). We thank all applicants, however, only candidates selected for interviews will be contacted.