



FAMILY ENGAGEMENT FACILITATOR

Opportunity

As the only autonomous family network in Northwestern Ontario, we are at an exciting time in our growth and development. We are seeking a Family Engagement Facilitator to offer information, resource support, planning tools, and assistance to families of individuals with a disability and individuals in order to access supports and make informed decisions.

Expectations

As part of our team, you will provide telephone, virtual and in-person support to families and individuals. This position is part time at up to 20 hours a week with compensation of \$30 per hour. You must be flexible and able to work some evenings and weekends as well as be available on Wednesday evenings for our ICAN events.

Facilitation:

- Meeting and interacting with families and individuals to provide information and support specifically related to their unique needs and situation.
- Working as a liaison to connect families and individuals to various community supports as well as other families.
- Working to help empower families and individuals by helping to facilitate, educate, act as a resource, be a community link, promote person-directed planning, and advocate on behalf of families' needs.

Resource Development:

- Assessing gaps in supports and services through meetings with families and individuals.
- Work in partnership with other community services to address gaps and challenges.
- Facilitate family networking and other events as required.
- Support and nurture community partnerships through our Partnership Model.



Administration:

- Attending community events and forums to engage with families, individuals, and community partners.
- Represent TBFN at various meetings and events as needed.
- Maintaining records, statistics and logs outlining contact with families, individuals, and community partners.

Qualifications

- Diploma or degree in social work or a related field or demonstrated equivalency through experience.
- Experience working with families of individuals with a disability and individuals
- Ability to manage multiple priorities, organize high work demands and be flexible.
- Demonstrated excellence in problem-solving skills.
- Excellent written and oral communication skills.
- Experience that demonstrates an understanding of the uniqueness of each family and individual's situation.
- Demonstrated dedication towards enhancing community supports for families and individuals with a disability.
- Positive outlook as well as the ability to be compassionate to situations for each family and individual.
- Solid understanding of the support services available in the Thunder Bay area.
- Demonstrated excellence as a team player and self-directed worker.
- Dedication to lifelong learning and professional development.
- Proficiency with Microsoft Office applications and Google Docs.
- Valid driver's license and reliable transportation required.

To apply for this position please send a resume and cover letter to:

Sharon Bak

President

Thunder Bay Family Network

sharon@tbfm.ca