



## **Bilal Community and Family Centre Inc**

33 Warnock Street, Winnipeg, MB R3E 3L6  
Ph: 204-772-7358 | Fax: 204-272-3397  
Website: [www.bilalcommunitycentre.ca](http://www.bilalcommunitycentre.ca)  
Email: [info@bilalcommunitycentre.ca](mailto:info@bilalcommunitycentre.ca)

### **Title: Mentorship and Leadership Facilitator – Educate, Empower, and Engage Black Youth (Triple E Program)**

**Employment Opportunity: Term Position - Part-Time**

**Term: Starting November 1, 2019 to March 30, 2021**

**Salary: \$20.00/HR – Part Time (20 Hours Biweekly)**

Bilal Community and Family Centre (BCFC) is a non-profit organization that is dedicated to empowering Winnipeg immigrant and refugee communities to achieve social and economic success. Bilal Community and Family Centre (BCFC) serves the Winnipeg community with a focus on immigrants and refugee newcomer families and youth. We serve over 2000 newcomer youth and their families and provide frequent seminars, weekend classes, and various drop-in programs.

*Our vision is to transform communities by inspiring youth and families to become thriving citizens, and the leaders of tomorrow.*

We are currently seeking candidates for a term-position as "**A Mentorship Leadership Facilitator for Youth**" from November 1, 2020 to March 31, 2021.

Our Mentorship and Leadership and Mentorship program will provide space for social interactions for the black youth with the goal of curtailing negative and unproductive activities amongst our youth while providing them with a positive space to learn. Our goal is to ensure that at risk black youth have the opportunities and encouragement they require to make good choices in their lives. The program will be twice a week for a period of one year for 10 to 12 participants in each group.

This Triple E program will offer our black youth the opportunity to become peer leaders, gain hands-on experience where youth will earn volunteer hours required for high school graduation.

The Mentorship and leadership facilitator will empower our youth to develop leadership skills and reach their full potential and eventually making a difference in their communities.



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### **Mentorship and Leadership Facilitator should be competent in:**

- **Coaching** – engages in structured supports of youth
- **Innovative** – able to think outside the box in order to develop creative and new solutions and supports
- **Accountability** – takes ownership of personal and team workload, meets deadlines, excellent attendance
- **Strategic Thinking** – analyzes and interprets the strategic directions, vision, mandate, values, objectives
- **Culturally Competent** – and open to understand other cultures and communities in a culturally sensitive manner
- **Time Management** – balances a myriad of tasks, meets deadlines, prioritizes Duties
- **Communication** – excellent written and verbal ability, report writing experience
- **Collaboration** – creates and foster an environment of sharing ideas, team participation

### **Mentorship Facilitator's Responsibilities:**

- Will support and advice youth in choosing a career that fits their personality traits, passions, and strengths.
- Will connect youth with established professionals and positive role models such as engineers, doctors, nurses, and social workers.
- Will alleviate or remove barriers to accessing the educational resources of educational institutions such as financial burdens or application challenges.
- Increase knowledge of community resources and opportunities for Black Youth in Winnipeg
- Increase understanding of racism, prejudice and discrimination.
- Provide opportunities to develop cultural fluency, identity, and understanding as they interact with and support each other.
- Increase self-awareness regarding talents, abilities, and potential.
- Help build character and strengthen positive characteristics such as Honesty, Integrity, and Assertiveness.
- Increase self-esteem, self-confidence and self-awareness
- Improve social skills with peers and an increase positive relationship with adults
- Provide an understanding of the importance of Leadership and the qualities of a good leader such as character, competence, and communication.



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- Help youth develop skills such as:
  - General Communication skills
  - Communicating information effectively to their communities and the rest of the society
  - participating in workshops and group discussions
  - overcoming a fear of public speaking while developing the quality of being an assertive communicator.
  - Time management skills
  - Coping with various stresses and competing commitments

### **Leadership Facilitator's Responsibilities:**

- Will Facilitate a wide range of workshops, discussions, and group meetings
- Empowers youth by helping them develop skills such as writing script, interviewing, photography and videography, filmmaking and editing.
- The Leadership facilitator focuses on how newcomer youth can develop their leadership skills and gain life-long lessons that will stay with them in their transition to adulthood such as;
  - Improved social skills with peers and an increased positive relationship with adults
  - Increased self-esteem, self-confidence and self-awareness
  - Increased awareness issues affecting Black Youth in Canada
  - Understanding the importance of Leadership and the qualities of a good leader such as character, competence, and communication.
  - Increased knowledge of community resources and opportunities for Black Youth in Winnipeg

### **Responsibilities (Continued):**

- Training Youth in developing skills such as:
  - General Communication skills
  - Communicating information effectively to their communities and the rest of the society
  - participating in workshops and group discussions
  - overcoming a fear of public speaking while developing the quality of being an assertive communicator.
  - Time management skills
  - Resume and cover letter writing, coaching interviewing
  - Participating in civic engagement activities
  - Coping with various stresses and competing commitments



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### **Qualifications:**

- Bachelor of Social Work (BSW) in a relevant field or equivalent combination of education and experience
- At least three (3) years of experience working with youth and children
- Experience in developing community-based programs and forming community partnerships
- Experience in working with Non-profit organizations preferably in the settlement sector
- Experience in youth programming, mentorship or skills development
- Ability to manage programs inclusive of planning, administration, staffing, and reporting
- Cultural competency and the ability to deliver material in a culturally sensitive manner
- Ability to speak languages other than English will be considered an asset
- Attention to detail with the ability to follow through and deliver results in a timely manner
- Ability to manage multiple projects and tasks under tight deadlines
- Superior computer skills with MS Office software, particularly Word, PowerPoint, Publisher, Excel, Outlook and very conversant with social media platforms



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### **Candidates are required to provide:**

- **A current Criminal Record Check**
- **Child Abuse Registry**
- **Self-Check, valid driver's license,**
- **Access to a vehicle and a clear driver's abstract**
- **Any further documents required after the interview**

If you are interested in this opportunity and help the youth, then apply with a cover letter and resume via

email to [hr@bilalcommunitycentre.ca](mailto:hr@bilalcommunitycentre.ca)

**Applications must be received by November 15, 2020 at 5 p.m.**