



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
Email: info@bilalcommunitycentre.ca

BCFC COMMUNITY MENTOR POSITION (PART TIME)

Hours: 50 hours Bi-Weekly

Salary: Based on Qualifications and Experience

Bilal Community and Family Centre (BCFC) is a non-profit organization that is dedicated to empowering Winnipeg's immigrant and refugee communities to achieve social and economic success. We serve over 2,000 newcomer youth and their families through resettlement and integration services such as weekend classes, justice system navigation, therapeutic services, and a wide range of culturally responsive community-based programs. Our vision is to transform communities by inspiring youth and families to become thriving citizens of Canada.

We are seeking Community Mentors

In partnership with Resilia Community Wellness Centre Inc, we offer mental health and mentorship supports for newcomer youth. We are seeking Community Mentors who will work closely with Resilia's clinical therapists to deliver the "Promoting Access to Therapy and Healing" (PATH) Program. This program will offer one-on-one and group supports, community engagement, and awareness creation to support the mental wellness and overall wellbeing of youth.

JOB RESPONSIBILITIES

Responsibilities and tasks include, but are not limited to:

Community Engagement

- ❖ Recruitment and intake of youth program participants and families.
- ❖ Ensure cultural safety of program during development and delivery.
- ❖ Support communication between families/communities and mental health care providers and other service providers.
- ❖ Support resource and systems navigation and bridging



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- ❖ Act as a liaison between clients and service providers
- ❖ Identify youth and community needs relating to, but not limited to, mental wellness and wellbeing.
- ❖ Facilitate and co-facilitate group activities, including workshops and peer group discussions.
- ❖ Provide interpretation services as needed.

Data collection and administration

- ❖ Enter daily program data into BCFC Databases and other reporting mechanisms.
- ❖ Support with processing expenses and interpreter timesheets.
- ❖ Timely communication with team and supervisor.
- ❖ Attend team meetings.

REQUIRED QUALIFICATIONS

Qualifications and skills needed:

- ❖ **Degree in Psychology and/or Social Work is REQUIRED**
- ❖ Community engagement and group programming experience of at least 2 years.
- ❖ Knowledge of trauma and experience working with trauma-informed approaches is required.
- ❖ Experience working with individuals affected by trauma is required. Experience working with refugees is an asset.
- ❖ Demonstrated interpretation experience is preferred.
- ❖ Strong organizational and communication skills (both written and verbal)
- ❖ Fluency in languages relevant to our client population is considered an asset.



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- ❖ Proficiency in Microsoft Office (Word, Excel, PowerPoint, Outlook)
- ❖ Demonstrated ability to:
 - Establish and maintain strong working relationships with others.
 - Effectively manage multiple priorities and meet deadlines.
 - Maintain confidentiality when dealing with private/sensitive information.
 - Remain calm and composed during stressful/emotionally charged situations.
 - Take initiative and work well under limited supervision.
- ❖ A satisfactory Criminal Record check, Child Abuse Registry check and Vulnerable Sector check are required.

Please submit a cover letter and resume via email by May 20, 2026, To:

HR@bilalcommunitycentre.ca

We thank all who apply and advise that only those selected for an interview will be contacted.