



Women's Health In Women's Hands
Community Health Centre
2 Carlton Street, Suite 500
Toronto, Ontario M5B 1J3

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Women's Health in Women's Hands Community Health Centre provides primary healthcare to racialized women from the African, Black, Caribbean, Latin American and South Asian communities in Toronto and surrounding municipalities. We are committed to working from an inclusive feminist, pro-choice, anti-racist, anti-oppression, and multilingual participatory framework

The ACB FGC program is a Restorative Justice - Family Group Conference (FGC) model that works to improve child welfare outcomes and experiences for African, Caribbean and Black (ACB) families in Ontario. It is delivered through a partnership between Women's Health in Women's Hands and the University of Toronto (UofT) with the support of additional community partners and the project's community advisory.

Main scope: ACB FGC Coordinators are responsible for facilitating and managing the FGC service. This role includes working directly with families involved in child welfare, working with child welfare agencies and other community-based partners, conducting outreach and facilitating community education sessions, coordinating and convening FGC circles and supporting the overall implementation of this project. This FGC Coordinator role would be mainly offsite and working in community, although a component of the post requires completion of necessary administrative tasks and client case notes in office.

African, Caribbean, Black (ACB)
Family Group Conference (FGC) Coordinator
(Full Time- Contract – 12 months)

The ACB-FGC Coordinator shall work within the mandate of
Women's Health in Women's Hands Community Health Centre

SPECIFIC RESPONSIBILITIES INCLUDE:

1. To lead/coordinate the facilitation of the Family Group Conference process, including responsibility for organizing and managing meetings in the best interests of children and their families
2. To advise families and make appropriate referrals to other services to better support them in meeting their identified goals within the FGC process
3. Strong knowledge of the social determinants of health and issues that affect black families and racialized communities
4. To provide support, and advocacy to children and young people in order to assist them in expressing their views and upholding their rights throughout the FGC process
5. To carry out regular follow-up post FGC meeting with children, young people and families, involving them and all relevant stakeholders in this process.
6. To manage referrals in consultation with the Team Leader/Coordinator, receiving and responding to contacts and referrals from referring agencies
7. To record, maintain and follow-up information, gained through the process of assessment, monitoring and review

8. To ensure that required documentation is completed and available in the client's health record in a timely manner that meets professional standards of practice.
9. Initiate and coordinate participate in program and chart review and case conferencing with a continuous quality improvement (QI) focus.
10. To maintain awareness of research and policy development in relation to the Family Group Conference model through personal reading and study, taking responsibility for own professional development and to incorporate these into the process and service
11. To work in partnership with relevant agencies
12. Educational and community outreach to schools
13. Liaise and communicate with the Committee Advisory Boards
14. Other duties as assigned.

QUALIFICATIONS:

1. A formal education in the human services as acquired through post-secondary training (social work, social service work, community work, child and youth care) is an asset (but not a requirement if there is commensurate work experience and/or training)
2. 2-5 years of work experience within ACB communities, with children, youth, and families, and/or with the child welfare system
3. Self-identify as either Black or a person of African, Caribbean descent
4. Completed George Hull's Family Group Conferencing Training/mentorship can be provided after hire since you must be able to be added to the Provincial Roster within six months of hire
5. Ability to drive (valid G license) with access to a vehicle is essential; access to reliable internet at home is also essential
6. Ability to undergo or update CPIC and Vulnerable Sectors Check
7. Meticulous attention to detail in recording and managing case files
8. Ability to communicate in a timely fashion with referral agencies and other partners
9. Excellent assessment skills and strong clinical judgement
10. In addition to English, knowledge of a language spoken within one of the four priority communities, an asset
11. Proficiency in the use of computers, Microsoft Office (Excel, Word, PowerPoint, Outlook), and various other software applications.

Additional competencies as demonstrated through work experience include:

1. An understanding of harm reduction and trauma informed care
2. An understanding of and commitment to social justice and anti-racist and anti-oppressive practice
3. An ability to work with/in and across teams
4. An ability to work independently
5. Knowledge of child welfare system/other social support systems (housing, healthcare, etc)
6. Strong writing skills and an ability to complete case notes and relevant paperwork
7. Solid communication and interpersonal skills
8. Strong advocacy skills
9. Conflict resolution and de-escalation skills
10. An ability to facilitate and moderate groups
11. Solid negotiation and mediation skills
12. Strong time-management skills

Women's Health In Women's Hands offers a competitive salary and benefits, along with a multidisciplinary team environment where work-life balance is valued and practiced.

APPLICATION PROCESS:

To apply for this challenging opportunity in a dynamic organization please forward your resume and cover letter with subject line: **ACB FGC-Coordinator** to the attention of:

**Human Resources Department
Women's Health in Women's Hands Community Health Centre
2 Carlton St. Suite 500
Toronto, ON
M5B 1J3**

recruitment@whiwh.com

Closing Date: July 4 2022 or Until Filled

Please send a single file in MS Word or PDF format only.

WHIWH is committed to reflecting the diversity of the communities it serves and we strongly encourage applicants who reflect Toronto's ethnic and cultural diversity and our priority populations. We welcome and encourage applications from all qualified candidates

Accommodation will be provided on request

We thank all applicants for their interest; however, only those selected for an interview will be contacted.

WHIWH has a Covid-19 Vaccination Policy that requires employees to take part in COVID-19 vaccination programs recommended by public health authorities, unless approved for an exemption request under the Ontario Human Rights Code. Compliance with this policy is mandatory for this position.