

# ESQUIMALT NEIGHBOURHOOD HOUSE SOCIETY

511 Constance Avenue, Victoria, B.C. V9A 6N5 Phone: 385-2635 Fax: 384-2078



**November 15, 2007 INTERNAL/EXTERNAL JOB POSTING**  
**PROGRAM SUPPORT & OUTREACH WORKER**  
**1 F/T position**  
**For One Year Maternity Leave coverage**

Esquimalt Neighbourhood House Society is advertising to fill one F/T **Program Support & Outreach Worker position to cover a one year maternity leave** in Family Services. The Program Support & Outreach Worker role is responsible for delivery of services to clients (both individually and in groups) from the prenatal period up to families with children 12 years and under. The role works across varied programs, and thus requires flexibility across populations; however there are specific service outcomes that are required to be met for each individual program area. In addition, services are offered in a climate of change and ongoing program review and development, and flexibility will be required with different models of service delivery and approaches. The position reports to the Family Services Co-ordinator. A copy of the job description is available by contacting [jmcdonald@enh.bc.ca](mailto:jmcdonald@enh.bc.ca).

Closing Date – Nov 26, 2007 at 4:00 PM

Term – December 01, 2007 to November 30, 2008

Hours – 35 hours/week - Mon – Fri 9a.m. – 4:30 p.m

Location – 511 Constance Ave., Victoria, BC; & other outreach program locations

Applications – please submit covering letter and resume to the attention of the Family Services Co-ordinator c/o 511 Constance Ave., Victoria, BC, V9A 6N5, and/or email your application directly to [jmcdonald@enh.bc.ca](mailto:jmcdonald@enh.bc.ca), on or before the closing date. Only those applications received by the closing date will be considered.

*This position is open to male and female applicants. This position requires Union membership.*

Qualifications:

- Post secondary education in related field such as child and youth care, early childhood education, nutrition, nursing, social work and/or a combination of equivalent experience;
- Experience with facilitating groups (e.g. adult; parent/child; children's);
- Knowledge of, and demonstrated experience providing teaching, information/referral, support in one to one format and group format concerning areas such as pregnancy, labour/delivery, early childhood development; elementary school age issues, parenting;
- Knowledge of the local community client base; including knowledge of resources & familiarity with service provision to local First Nations communities;
- Knowledge of local poverty, literacy, and risk issues for individuals and families;
- Knowledge of health and safety practices relevant to child, adult and family services (e.g. understanding of Food Safety issues; First Aid; child safe facilities);
- Supportive/informal counselling experience;
- Teaching skills;
- Case management skills;
- Knowledge of community resources;
- Excellent organizational skills;



# ESQUIMALT NEIGHBOURHOOD HOUSE SOCIETY

511 Constance Avenue, Victoria, B.C. V9A 6N5 Phone: 385-2635 Fax: 384-2078



- Knowledge of and ability to work cross culturally;
- Team player;
- Strong interpersonal skills;
- Conflict resolutions skills;
- Strong oral and written communication skills;
- Vehicle required;
- Proficiency in the use of computers;
- Confidentiality, discretion, judgment.

Note: Current Criminal Record Check will be required before employment commences.

