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## Manager, Community Healing Project Full Time Position Toronto, Ontario

Posting Date: April 26, 2022  
Application Close Date: May 13, 2022  
Position: Manager, Community Healing Project

### POSITION DESCRIPTION:

At Stella's Place, we're committed to innovating and delivering effective mental health and recovery services to young adults.

The Community Healing Project is a City of Toronto project delivered in partnership with community organizations including Stella's Place. The project focuses on building the mental health literacy of youth with lived experiences of community violence exposure and other roots of youth violence between the ages 12-29 from across the City of Toronto.

The Manager, Community Healing Project will work closely with the Community Healing Project team, partnering agencies, relevant systems, and other youth serving/community agencies to support all aspects of the project.

### RESPONSIBILITIES:

- Leads the on-going development of overall project plan including the establishment of timelines, roles, responsibilities, procedures and operating budgets
- Recruitment, supervision, and support of project staff in partnership with project partners and the City of Toronto- Determines project/workshop sites in partnership with project team and partners
- Works in collaboration with Peer Support Training Manager to determine training content and sessions to ensure alignment with project, healers, and community needs
- Determines and co-facilitation of training sessions, as needed
- Leads the development and facilitation of Community of Practice sessions with the support of project staff
- The Program Manager will work with Community Development Officer and Quadrant leads for the selection of communities for the upcoming year.



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- Supervises the project Case Manager and provides management support to them:
- Supports the development and deliverables of Community Healing Project Peer Mentors
- Supports program development and delivery with a focus on continuous improvement
- Manages and responds to concerns related to risk or safety, including crisis prevention and intervention within an in-person, phone, and virtual setting
- Works collaboratively with project team and Quadrant Lead agencies to develop and maintain community stakeholder relationships, establish referral partners, and respond to community-specific needs
- Maintains and establishes ongoing partnerships with contracted counsellors for services provided to project participants
- Ensures project team supports data collection and evaluation of workshops
- Provides on-the-ground support, as required, for workshops and giveback days
- Supports the planning and delivery of community giveback days and projects
- Leads Community Healing Project graduation planning and delivery

## QUALIFICATIONS:

- Diploma or Degree in a related field (Child/Youth Work, Social Work, Community Development, etc.) or 7+ years equivalent experience
- Strong interpersonal and relationship building skills – Ability to establish rapport and excellent communication with youth and young adults, families, community partners, staff, etc.
- Experience supervising and coaching community-based workers in the youth sector
- Experience providing holistic supports to youth vulnerable to serious violence and crime
- Experience working within a virtual workshop/training setting
- Familiarity and comfort with virtual support and services
- Grant management, budget, partnership delivery, client-focus, data collection and analysis; continuous improvement and flexibility
- Demonstrated knowledge and understanding of programs and services available to youth and young adults in the City of Toronto
- Demonstrated administrative skills, including but not limited to program logistics, work plan development, reporting, case notes, budgeting, petty cash management, etc.
- Excellent conflict resolution and crisis management skills
- Demonstrated knowledge and experience working with trauma, loss, grief and counselling
- Demonstrated experience working from an anti-racist/anti-oppression framework
- Demonstrated experience and sensitivity working with members of different cultural and racial backgrounds, including visible and non-visible dimensions of diversity
- Excellent written and verbal communication skills



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- Excellent problem solving skills – Ability to identify, analyze and develop effective solutions
- Mental Health First Aid, Applied Suicide Intervention Skills Training (ASIST) considered an asset
- Valid G driver's license and access to a reliable vehicle with appropriate insurance an asset

## REPORTING:

Regular communication, coaching, mentoring, personal and professional development, and evaluation will take place with the Director or Program Operations on a regular basis. A Vulnerable Sector Check will be required.

## DIVERSITY, EQUITY, AND ACCOMMODATION

Stella's Place is committed to having a workforce that is reflective of the diversity of the City of Toronto in general and of our participants in particular. We strongly encourage applications from: racialized persons, indigenous people, persons with disabilities, persons of minority sexual orientation or gender identity, and all those who can provide different perspectives and contribute to diversification at Stella's Place.

Stella's Place is committed to hiring practices that are inclusive and barrier free. Stella's Place will provide reasonable and appropriate accommodation during all stages of the hiring process in accordance with the Ontario Human Rights Code in order to ensure the equal and fair assessment of all job applicants. Applicants are asked to make any accommodation request in advance.

*We thank all candidates for their interest. We regret that only those selected for an interview will be contacted.*

## YOUR APPLICATION:

Interested and qualified candidates, please send your resume and cover letter to [careers@stellasplace.ca](mailto:careers@stellasplace.ca) with subject: Manager, Community Healing Project. We thank all candidates for their interest. We regret that only those selected for an interview will be contacted. No phone calls please.