



At Sanare Centre we believe that together we can end sexual violence.

We are looking for one remarkable **Community & Social Services Worker** as part of the **Canada Summer Jobs program**. The Community & Social Services Worker Summer Student helps the Education Coordinator and the Program Specialist for delivering research based educational programs that are delivered to strategic audiences with a focus on primary prevention of sexual violence. They will also assist to increase broad community engagement in prevention work with community events such as Bonding Bingo. This is a temporary seasonal position (35 hours per week) for 8 weeks. Sanare Centre is an equal opportunity employer and encourages applicants from diverse groups to apply, however this funding has special requirements that are under the Eligibly Requirements for the Canada Summer Jobs section of this posting. Please ensure you read those on page 2 prior to applying for this position.

Responsibilities include:

- Research and update presentation materials on a variety of mandate related topics where necessary. Many of these are based on Alberta Learning curriculum and grade level, develop, and provide materials and presentations to schools on issues including primary prevention of sexual violence, healthy relationships, positive coping skills, and accessing community resources.
- Assist Education Coordinator and the Program Specialist with sexual assault education and outreach services in-person or digitally within southeastern Alberta.
- Research various topics for presentations, community events, or postings on various social media platforms.
- Record keeping and/or entry of detailed monthly stats where necessary.
- Assist the Facilitator of psycho-education groups for those who are affected by sexual violence as well as to increase social emotional skills, as assigned.
- Prepares materials and provide assistance for fundraisers, presentations, and educational community events.

What we offer you:

- Competitive Wage of \$18.00
- Work-life balance
- A great team

Qualifications:

- High school diploma.
- Proficient in Microsoft Office software and computers.
- Experience using office equipment, like printers, scanners, and phone systems
- Ability to design social media content using Canva and use of various social media platforms.
- Excellent communication, organization, and problem-solving skills.
- Maintains confidentiality.
- Organization skills, with an ability to stay focused on assigned tasks.
- Able to work independently as well as part of a team.
- Demonstrates compassion through non-judgmental words and actions.
- Cultural sensitivity and competence in addressing needs of diverse populations.
- Talented in prioritizing and managing multiple work tasks and deadlines.
- Ability to work a flexible schedule.
- A satisfactory Criminal Records Check and Child/Youth Check.

**Eligibility Requirements for the Canada Summer Jobs:**

- Be between 18 and 30 years of age.
- Be a Canadian citizen, permanent resident, or person to whom refugee protection has been conferred under the Immigration and Refugee Protection Act for the duration of the employment.
- Have a valid Social Insurance Number at the start of employment and be legally entitled to work in Canada in accordance with relevant provincial or territorial legislation and regulations.
- Not a member of the Immediate Family of the Employer or a member of the Immediate Family of an officer or director of the Employer.
- International students are not eligible participants.
- For more information about Canada Summer Jobs: <https://www.jobbank.gc.ca/youth>
- **Please do not apply if all these conditions are not met.**

If you are dynamic, results orientated, and love working in a supportive, innovative, ever-changing environment this may be the right opportunity for you. Start date for this position will be either end of June or beginning of July for 8 weeks ending before August 30, 2024.

Closing date: June 21, 2024.

To apply, submit Cover Letter and Resume to [jobs@sanarecentre.ca](mailto:jobs@sanarecentre.ca). Thank you in advance for applying; only those selected for an interview will be contacted.