



Job Posting

Part-Time Community Programs Supervisor – 2SLGBTQIA+ Seniors Project

The Burnaby Neighbourhood House is a volunteer-driven community-based social service agency that provides programs and services in response to identified community needs. The role of the Supervisor will be develop supportive programs for Queer Seniors in our community through outreach, consultation and engagement of seniors.

General Duties and Responsibilities:

- Using an inclusive, community development approach, develop and promote programs that welcome 2SLGBTQIA+ seniors of diverse backgrounds and abilities.
- To assist facilitating the involvement of local seniors and to guide the development of programs that contribute to building a welcoming neighbourhood
- To work with seniors to increase their engagement in programs and community
- To assist in the collection, evaluation, and recording of monthly statistics on participation and attendance
- Create a welcoming and inclusive atmosphere for the resident families.
- Facilitate links and connections between participants; be a source of referrals to local community services and supports
- To build relationships with other providers in the community to support the needs of participants and to further create integration of Queer seniors into the community
- Work with the Manager to identify gaps in services and recruit volunteers to address the needs.
- To attend meetings that relate to seniors issues as necessary.
- To work as part of the BNH staff team and perform related and other duties as necessary
- To supervise and support volunteers.

Qualifications:

- 1) Knowledge and experience using a community development approach
- 2) Passion for working with individuals to build on their strengths and encouraging active participation in the community
- 3) Diploma/Degree in Sustainable Community Development, Social Work, Recreation Leadership, Gerontology and/or experience working in a community based setting
- 4) Experience working with seniors and volunteers
- 5) MUST be able to work independently and as part of a team
- 6) Excellent communication, writing, planning, organization and problem-solving skills.
- 7) Excellent cross cultural communication skills
- 8) Proven ability to work effectively with diverse populations
- 9) Proficient with computer programs and virtual platforms (ie: MS Office, Zoom)
- 10) Knowledge and awareness of issues surrounding diversity and multiculturalism.
- 11) Valid 1st Aid certification
- 12) Food Safe
- 13) Non-violent crisis intervention training

Our Mission is to make neighbourhoods better places to live.

14) 2nd language an asset

15) BIPOC and 2SLGBTQAI community members encouraged to apply

Hours & Pay rate:

10 hours per week

Rate of pay \$22.26/per hour plus 4% vacation pay.

This is a one year term position with possibility of renewal based on funding availability

Closing date: Until Positions is Filled

Positions start: As Soon As Possible

Location: South Burnaby

To apply, please email your resume to: simoneg@burnabynh.ca

We thank all who apply however, only those candidates to be interviewed will be contacted. **No phone calls please.**

Our Mission is to make neighbourhoods better places to live.

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