



Job Title: Community Coordinators- TIRP (4 positions)

Full-Time Contract

Contract start date: May 27th, 2024 **Contract End date:** March 31st, 2025 (with possibility of extension)

Salary: \$52,780

Deadline to apply: May 6th, 2024.

Background:

The Traumatic Incidence Response Program (TIRP) works across York Region, providing support and resources to communities impacted by violent and traumatic incidents. The TIRP mobilizes local resources to address individual/group needs, coordinate debriefings, and facilitate information sharing.

We are looking for 4-Community Coordinators to lead the TIRP work. A Coordinator would take a leadership role in one of the following four areas: Georgina, Richmond Hill/Vaughan, Markham, and Newmarket. ACSA Community Services will be hiring the position for South Markham. Routes Connecting Communities will be hiring for 3 positions covering the areas of Richmond Hill/Vaughan, Georgina, and Newmarket.

Roles and Responsibilities:

- Coordinate planning, implementation, and evaluation of the TIRP project for assigned area, in partnership with TIRP leads and the Region of York
- Conduct community outreach to increase awareness about the TIRP (i.e. education sessions, tabling, etc.)
- Recruit, train, and supervise a team of resident ambassadors to support TIRP.
- Work alongside residents to lead and facilitate community safety audits, workshops, and other preventative safety initiatives.
- Work with partners to develop and implement a neighbourhood Crisis response protocol.
- Implement activities, events, and initiatives to support closure and healing following a traumatic community incident. This work will be done in partnership with ambassadors, community members and community partners.
- Build and maintain partnerships with key organizations and stakeholders, including facilitation of meetings.
- Work closely with York Region Staff and York Region Police to support community healing and debriefings.
- Create and maintain a database, including the following: key community contacts; crisis responses/incidents, and safety audit information.



- Actively participate in mandatory stakeholder and partnership table meetings
- Develop communication materials for project, ongoing as needed.
- Develop and implement any necessary social media strategy.
- Responsible for report writing, as well as budget tracking .
- Occasional weekend, and regular evening hours as required .
- Driving and access to a vehicle is mandatory.
- Performs the responsibilities of the position within the legislative and regulatory standards set out in the applicable Acts. Performs the responsibilities of the position consistent with the policies of hiring organization.
- Protects own health and health of others by adopting safe work practices, reporting unsafe conditions immediately. Follows all guidelines for employees and employers as legislated under the Ontario Occupational Health and Safety Act.

Qualifications:

- Diploma or Degree in a related field (social services, social work, community development) or 4 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.
- Demonstrated knowledge and understanding of programs and services available in the Region of York
- Demonstrated administration/organizational skills, including but not limited to program logistics, work plan development, reporting, case notes, petty case management, etc.
- Excellent conflict resolution and crisis management skills
- Experience outreaching and engaging with community.
- Demonstrated understanding of the impact trauma and loss can have on individuals and the community.
- 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
- 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.
- Requires flexibility regarding work schedule, including days, evenings, and weekends as required.
- This position requires regular travel within the Region of York. As a result, a valid G license is a must.
- Vulnerable Sector Screening (VSS) is required.



How to apply:

Submit resumes via email (cover letter & resume in one attachment) with a cover letter and resume in one attachment. Please ensure you indicate which position you are applying for in the subject line and send the application to the appropriate contact below.

- South Markham: Interested applicants can send their resume to hr@agincourtcommunityservices.com
- Newmarket, Georgina, Richmond Hill: Interested applicants can send their resume to routeshr@routescc.org

Deadline for applicants: May 6th, 2024

Both organizations are strongly committed to fostering diversity within our community. We welcome those who would contribute to the further diversification of our staff including, but not limited to, women, visible minorities, Aboriginal peoples, persons with disabilities, and/or persons of any sexual orientation, gender identity, and gender expression.

We thank all applicants for their interest in the position. However, only shortlisted applicants will be contacted for an interview.