



Big Brothers Big Sisters of Edmonton & Area

Big Brothers Big Sisters of Edmonton & Area provides mentoring programs to more than 3,200 children, youth, and families in Edmonton and area. Our agency is looking for an individual interested in a full-time casework position working as a member of a coordinated team within The African Centre.

MAKE A DIFFERENCE...as a

Caseworker – *The African Centre* (1.0 Position)

The key responsibilities will include:

- Working with a variety of African communities, The African Centre and other partnering professionals to create and maintain a variety of healthy and meaningful relationships through the implementation of mentoring programs within the African community.
- Recruiting, screening, training, matching, and providing ongoing support to volunteers while maintaining required information to meet standards.
- Participating in African Centre activities and events that promote mentoring.
- Ensure systems are culturally appropriate for the communities served.
- Building relationships with African Centre staff and partners, volunteers, community agencies and businesses to engage them in assisting with the needs of the youth.
- Maintaining up-to-date documentation, completing required reporting and keeping current on procedures and standards of Big Brothers Big Sisters and the African Centre.

The successful candidate will have:

- A degree or diploma in a human services related field.(a combination of related experience and education may be considered)
- Experience working with volunteers and youth.
- Demonstrated good English communication skills (written and oral) and the ability to speak an additional language is an asset
- Good understanding of diverse African cultural communities, their organizations, resources and other support systems available.
- Connections within the African community are a definite asset.
- A passion for community leadership and youth development

Candidates must be capable of performing independently as well as part of a team environment and have excellent interpersonal skills.

In addition to an excellent work environment, Big Brothers Big Sisters offers a salary range of \$ 38,520 to 42,520 annually and benefits package for this position.

Please forward your resume quoting competition #ACCW1, by April 24, 2010 to:

k.collister@bbbsedmonton.org or Fax (780) 426-6689

No phone calls please.

All applicants are thanked for their interest; however only those selected for an interview will be contacted.