

Job Details

MAX, Ottawa's Health Connection for Guys Into Guys

Related Job Categories

Gay Men's Health
Peer Support
Mental Health
Wellbeing
Community Development

Position Type

21-week Contract
10-15 hours / week
Nov 9th to Mar 31th.

Region

National Capital Region

Location

Virtual

Application Deadline

October 30th, 2020

Tentative Start Date

November 09, 2020



Peer Support Program Worker

MAX Ottawa is a community-based organization that focuses on maximizing the health and wellness of gay, bisexual, Two-Spirit, queer, and other guys who are into guys, both cis and trans (GBT2Q), in the Ottawa region. MAX is on the ground, reaching out to guys into guys where they meet and socialize, raising awareness, providing prevention and education materials, and getting them connected to information and resources. We offer individual, group, and community support and education services by and for guys into guys, and we work with the health-care providers that serve our communities.

Job Description

We are looking for a Peer Support Program Worker to support our organization in implementing and evaluating our Peer Support program. The Peer Support Program Worker will be responsible for the coordination, growth, and evaluation of the Peer Support Program.

MAX's Peer Support program connects GBT2Q guys in Ottawa and surrounding communities with trained volunteers for the purpose of providing support and connection based on mutual understanding and common lived experience.

Responsibilities

Volunteer Management

- Create monthly Peer Support volunteer shift schedule
- Recruit new Peer Support volunteers as needed
- Debrief Peer Support volunteers after calls
- Coordinate ongoing training and learning opportunities for Peer Support volunteers
- Respond to other Peer Support volunteer needs as required

Call Facilitation

- Coordinate participant recruitment strategy and general program promotion
- Provide technological support to ensure smooth delivery of service

Program Development and Evaluation

- Conduct ongoing evaluation of the Peer Support program including:
 - o Program hours of operation
 - o Platforms utilized
 - o Quality of service provided
- Maintain records of all Peer Support program activities

Qualifications

Basic Requirements (These requirements must be met before the candidate will be considered for an interview)

- Experience working in mental health fields
- Informed about current health issues affecting guys into guys
- Ability to work independently and as part of a team
- Experience with basic Microsoft Office programs (MS Excel, MS Word and MS PowerPoint) required
- Excellent organization and planning skills
- Excellent communication skills (verbal, written, and visual)
- Sensitive to issues of diversity among various communities of guys into guys in Ottawa
- Ability to work flexible hours; some evening work will be required
- Punctual and able to communicate with others appropriately when late
- Ability to maintain confidentiality
- Bilingual (French/English) considered an asset

Personal Suitability

- Active listener and empathetic
- Persuasive and socially adept
- Dynamic and self-motivated
- High levels of initiative and creativity
- Technology savvy (Microsoft Office, social media, etc.).

Position Conditions

- This is a part-time position. The employee should be expecting to work 10 to 15 hours per week.

How to Apply

- Interested parties may submit their cover letter and résumé to m.england@maxottawa.ca by midnight EST on October 30, 2020.

MAX is committed to employment equity and welcomes applications from historically disadvantaged groups. Self-identification by candidates is completely voluntary.