



CALGARY
JOHN HOWARD
SOCIETY

Restoring Lives ■ Preventing Crime ■ Strengthening Communities

Literacy & Learning Program: Outreach Literacy Facilitator - Part-Time

The Agency

The Calgary John Howard Society (CJHS) is a community-based charitable organization dedicated to reducing the incidence of crime and increasing community safety through preventative and restorative justice practices. To accomplish these ends, we provide direct services to individuals at risk, advocacy for effective responses to crime with the individuals involved and education for youth and adults in the community. The Calgary John Howard Society is committed to an organizational environment that recognizes the dignity and worth of each person. CJHS values diversity and inclusion and welcomes qualified applicants from all walks of life.

The Program

The Literacy & Learning Program is delivered at various sites for foundational learners who wish to improve their literacy skills in areas that include reading, writing, comprehension, numeracy and/or to accomplish specific learning goals. Targeted learners are adult men and women who face social and economic barriers and who are or have been involved, or are at risk of involvement in the criminal justice system. The program's purpose is to increase literacy skills and prepare individuals to progress to further learning opportunities by increasing confidence and motivation to learn.

The Position

The Outreach Literacy Facilitator will provide literacy services to individuals incarcerated in the Calgary Correctional Centre (CCC) and in the community at arranged sites, including those within the agency. They will work in an integrated and collaborative way with both the Literacy and Community Services Team, the wider agency and with prison and agency staff to ensure individuals have access to literacy instruction and support in either one-on-one or group formats. The position will include assessing individual needs and literacy levels, and preparing individual or group instruction plans in addition to actual instruction. The Outreach Facilitator will also increase awareness of opportunities for learners to pursue further learning and education. This individual will also build supportive community relationships and provide support to other literacy staff and volunteers. The position involves all aspects of program service delivery, including data collection, database input, evaluation and sharing activity information with the Literacy Coordinator for the purpose of outcomes reporting in adherence to agency reporting requirements.,

The Outreach Literacy Facilitator will have significant experience teaching/instructing and facilitation with adult learners. Using a client-directed, trauma-informed approach, this individual will have excellent interpersonal, communication, organizational and time management skills and the capacity to develop outcome-based learning plans with clients; they will possess a valid Class 5 license and have access to a vehicle. Previous experience working with marginalized populations and within custodial settings will be considered assets, as will valid certification in Suicide Awareness (ASIST), Crisis Management or equivalents and First Aid/CPR training.

This is a part-time term certain position requiring 27 hours per week to start immediately and ending November 28, 2019, with possibility of extension.

This job posting will remain active until a suitable candidate is found.

Please submit cover letter and resume indicating OUTREACH LITERACY FACILITATOR in the subject line to: sandy.sobkowich@cjhs.ca

The Calgary John Howard Society thanks all applicants, unfortunately only those considered for an interview will be contacted.