

M2-Community Program Coordinator

The Agency

The Calgary John Howard Society (CJHS) is a charity that reduces crime and makes Calgary communities safer by helping youth and adults make positive changes and move away from criminal behaviour. We do this by addressing the root causes of crime through housing, education, employment programs and support so that individuals have alternatives to breaking the law. CJHS is committed to restorative justice and 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

M2-Community (M2-C) works with adult men, while incarcerated and in the community while under federal incarceration or supervision. The program provides relationship, pro-social involvement, and social skills development. This cultivates meaning and purpose in the lives of the participants. This program seeks to create meaningful connections and bonds between volunteers and participants, and mentors and participants.

The Position

Reporting to the Program Manager, the M2-C Program Coordinator is responsible for the implementation of the M2-C program. Working with the Volunteer Coordinator, the Program Coordinator is responsible for the recruitment and training of volunteers as well as providing ongoing support and development. The Program Coordinator will screen identified possible participants for suitability to the program and, if appropriate, match to an appropriate volunteer. The Program Coordinator is also responsible to connect with involved agencies.

The M2-C Program Coordinator must have strong supervisor skills and some experience in the criminal justice field with post-secondary education; good verbal and written communication skills; problem-solving and decision-making skills; the ability to set and maintain professional boundaries; and knowledge/practice of trauma-informed care. This is a 20-hour-per-week position.

Please submit your cover letter and resume to:
Kym Jacobs – Residential Manager
Kym.jacobs@cjhs.ca

Job will be posted until a suitable candidate is found.

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