

Group Facilitator / Family Educator
Full Time (35 hours per week)
Job ID # 26-010

Are you looking to make a difference in your community?
Join the Norwood team and start making a difference today!

Norwood Child and Family Resource Centre is an Edmonton based non-profit organization that has been supporting children and families since 1963, with a vision of Healthy Children, Healthy Families, Healthy Communities. Our programs and services are designed to strengthen and empower individuals. For more information, visit <https://www.norwoodcentre.com>.

Position Summary

The Group Facilitator / Family Educator facilitates parent education groups, parent child groups, youth groups, and related learning opportunities for participants. This role works directly with parents and caregivers of children from birth to 18 years to build parenting knowledge, caregiver confidence, family well-being, and connection to community resources. The Group Facilitator / Family Educator also facilitates parent child groups for children from birth to six years and their caregivers, using play based, developmentally appropriate activities that support early learning, healthy child development, and positive parent child relationships. In addition, the role facilitates youth groups for children aged 7 to 12 years, using approved curriculum and practical strategies that support confidence, social-emotional development, positive relationships, and well-being.

This position requires a flexible work schedule that includes evenings and weekends as scheduled to meet the needs of participants.

Reporting to the Program Manager, the Group Facilitator / Family Educator is responsible for the following:

- Develop, plan, and facilitate parent education groups, parent child groups, youth groups, workshops, and related learning opportunities using approved curriculum, adult learning principles, and strength based approaches
- Facilitate parent child groups for children from birth to six years and their caregivers using play based experiences, literacy, early learning, and developmentally appropriate activities that support healthy child development and positive parent child relationships
- Facilitate youth groups for children aged 7 to 12 years using approved curriculum, developmentally appropriate activities, and practical strategies that support confidence, social-emotional development, positive relationships, and well-being
- Support parents and caregivers of children from birth to 18 years through group and workshop facilitation that provides practical information, strategies, tools, and resources to strengthen parenting knowledge, caregiver confidence, family well-being, and connection to community resources
- Connect participants with community resources and arrange guest speakers, presenters, or other supports for group sessions when appropriate
- Provide participant support through group facilitation, telephone calls, virtual platforms, community based services, and follow-up as assigned
- Deliver groups, workshops, and related services in person, virtually, or through a blended format
- Provide direct service to children, youth, parents, caregivers, families, and other participants at Norwood sites, schools, partner locations, and community settings

The ideal candidate will possess the following qualifications:

- Post secondary degree or diploma in Human Services or equivalent
- Knowledge of child and youth development, parenting strategies, group facilitation, and adult learning principles
- Ability to plan, prepare, facilitate, and document group programming while responding to participant needs with organization, flexibility, and attention to detail
- Strong communication, collaboration, conflict resolution, organization, and problem-solving skills
- Proficiency with Microsoft 365 and data bases
- Criminal Record Check and Child Intervention Record Check (*findings reviewed on a case-by-case basis*)
- Valid driver's licence and access to a reliable vehicle

The following qualifications are considered an asset:

- Experience facilitating parent education groups, parent child groups, youth groups, workshops, or adult learning sessions
- Experience working with children, youth, parents, caregivers, and families from diverse cultural and socio-economic backgrounds
- Training or certification in evidence informed group curriculum for parents, children, or youth
- Understanding of strength based, family centered, trauma informed, and relationship-based practice

The hourly range for this role is \$28.71 - \$36.23 per hour (\$52,245 - \$65,930 per year) based on a 35-hour week.

Norwood provides the following:

- Great benefits plan
- 12 sick/personal leave days per year
- Service recognition and employee awards
- Ongoing professional development

Norwood staff are guided by the following Team Charter: (SPIRIT)

- **Support** - We utilize one another's strengths to take on challenges and opportunities using positive communication, collaboration, and compassion.
- **Passion** - We have the energy, attitude, and enthusiasm to be fully committed and engaged in our work with each other.
- **Integrity** - We are honest, trustworthy, transparent, and accountable with each other.
- **Respect** - We accept others without judgment and recognize that every individual is a person of value.
- **Inclusivity** - We celebrate diversity and welcome people of all abilities, backgrounds, cultures, and perspectives.
- **Team** - We are all one group working towards improved outcomes for children and families.

If you share our values and support our mission and vision, please consider joining our team.

Norwood Child and Family Resource Centre values diversity and welcomes applications from First Nation, Inuit, Métis, New Canadian, racialized, differently abled and 2SLGBTQ1A+ communities.

To apply for this opportunity, please submit your résumé and cover letter to: careers@norwoodcentre.com

Please state in the cover letter how you align with the Norwood Team Charter and how you heard about the position.

Please include Group Facilitator / Family Educator and **Job ID # 26-010** in the Subject Line of the email.

Closing Deadline: Until Suitable Candidate is Found

We thank all applicants for their interest, however, only those selected for an interview will be contacted.