



Job Posting: 1 Full-Time Position

Respect in Action (ReAct) Youth Program Youth Program Coordinator

November 2021

If you have dreamed of working to end Gender Based Violence (GBV), preventing discrimination, and promoting social justice and equity for marginalized youth, this posting may be of interest to you. METRAC's Respect in Action youth program is hiring a Youth Program Coordinator to work closely with a Team of Peer Educators, the Youth Program Manager, and communities of diverse youth affected by higher rates of GBV and social isolation.

ABOUT METRAC: Formed in 1984, METRAC: Action on Violence is an award-winning not-for-profit agency, historically devoted to advancing safety, justice and equity for women and youth. In 2017, METRAC expanded its priority groups to include Two-Spirit, Transgender, and Non-binary people, also known to be at higher risk of experiencing GBV, with less access to relevant resources, services and supports. Our in-person and virtual programs:

- educate to advance the human rights and safety protections of individuals and groups at higher risk of experiencing GBV and other connected intersectional violence
- develop and distribute public safety information and resources
- provide legal information services and resources
- facilitate youth violence prevention/intervention peer education focused on healthy, equal relationships with self, peers, family, and community
- offer community safety trainings and safety audits in residential neighbourhoods, educational campuses, health care and commercial facilities
- promote human rights
- conduct community-based research
- build partnerships to increase and improve social policy and systemic responses to GBV. These partners include individuals, groups, communities, and institutions, working together for changes in ideas, actions and policies toward ending GBV.

Mission: We work to end gender-based violence across communities through education, research and policies.

Vision: A safe Toronto, Ontario and Canada for All.

Values: Equity, Respect, Safety, Feminism(s), Excellence, Innovation, and Collaboration.

Website: www.metrac.org or **Webpage:** www.metrac.org/what-we-do/react/

Respect in Action (ReAct) is a METRAC youth Gender Based Violence (GBV) prevention program offered by the ReAct Peer Education (PE) team. PEs conduct outreach, distribute violence prevention information across Toronto, the GTA, and recently within a COVID-19 context, PE's outreach activities have expanded virtually to broadly reach youth through social media, in Ontario and Canada. Prior to COVID-19, PEs facilitated prevention after-school programs within Toronto schools and community spaces. Whether offered in-person or virtually, ReAct's afterschool program seeks to validate youth's knowledge and lived experiences. Program activities are interactive and structured to raise awareness, foster critical thinking and discussions, and introduce youth to community resources, while inspiring youth to take-action towards preventing and ending violence within their lives, within relationship with peers, family and communities.

The program prioritizes youth communities affected by higher levels of violence, higher rates of isolation and social marginalization. These groups include youth who could be identified as racialized, immigrants, newcomers, urban low-income youth, youth with disabilities, and 2SLGBTQIA+ and non-binary youth, youth at risk of being trafficked or becoming traffickers, hood youth, and youth who have less access to resources, recreational and after-school programs in safe spaces to promote mental and physical health, and social activities, made worse by social distancing and closures of community spaces because of COVID-19.

Position Summary

The successful applicant hired for this position will become a member of METRAC's staff, and a member of the ReAct Team. Guided by the ReAct Program Manager, the ReAct Program Coordinator will:

- provide support to 3-4 Peer Educators (PEs)
- coordinate and co-facilitate trainings and presentations
- write reports
- provide administrative and research support
- conduct in-person outreach to schools and communities
- lead in-person violence prevention education programs with youth and/or their teachers and youth workers across Toronto, and the GTA
- lead 2 virtual/on-line violence prevention education programs with diverse youth, inclusive of 2SLGBTQIA+ and non-binary youth within Toronto, Ontario and Canada
- support ReAct social media presence by developing youth friendly educational resources and content; curate weekly content calendars and online youth engagement strategies
- maintain a strong weekly virtual program throughout the year.

Responsibilities

- Ensures that METRAC's mission and strategic priorities are being met in ReAct's goals and activities

- Assists with developing and executing a Youth Program Plan
- Collaborates with internal and external partners to plan, integrate, implement, and evaluate ReAct's activities aimed at promoting Healthy and Equal Relationships among youth working within and attending ReAct's programs
- Supports and engages a small team of ReAct Peer Educators including organizing and facilitating team meetings, and capacity building activities.
- Recruits and assists with hiring new peer educators, as needed
- Acts as a liaison between ReAct Peer Educators and other METRAC staff
- Maintains weekly online youth program model
- Supports with developing educational online resources and infographics using Canva, online social media engagement strategies and curating content for ReAct's social media accounts
- Coordinates re/production and distribution of resources and materials
- Co-ordinates and provides logistical supports (e.g. invoicing and following-up with groups) for requested ReAct's youth-centred workshops, trainings, meetings, and may be required to co-facilitate some of these workshops, including anti-O trainings or youth safety audits (training will be provided)
- Provides support to METRAC's youth-related projects
- Maintains positive and respectful relationships with Peer Educators, staff, managers, and community partners
- Assists and participates in METRAC events (i.e. fundraising, forums, AGM, volunteer training, staff meeting and staff development
- Participates on Board and staff Committees as required
- Prepares and submits monthly program reports to the ReAct Manager
- Be available to work some evenings and weekends and be willing to travel
- Other duties as assigned

Summary of Qualifications

- Solid understanding of the issue of gender-based violence against women, youth/children, 2-Spirit, Trans and Non-binary people
- Experience working within a feminist, anti-oppression/human rights framework
- Commitment to reducing/removing barriers to safety and mental health supports, as experienced by marginalized communities, especially youth and children
- Experience coordinating youth in-person and/or virtual programs
- Strong background in designing, leading, and supervising in-person and virtual teams
- Experience with youth community development, violence prevention, popular education, and outreach to multiple stakeholders
- Excellent online/group facilitation and problem-solving skills.
- Conflict resolution skills are an asset
- Familiarity with Toronto organizations that serve youth would be useful
- Comfortable speaking, advocating, and presenting to diverse communities and decision-makers
- Experience with collating and analyzing data, information and report writing is necessary
- Solid computer literacy skills (using Word, Outlook, Google, Canva, Zoom)
- Ability to work well independently and collaboratively as part of a diverse team

- Strong written and oral English community skills; proficiency in other languages an asset
- Ability to multitask and work in a community agency with limited resources
- Excellent interpersonal, time management and organizational skills
- Creativity and enthusiasm; reliability; willingness to learn; openness
- Some experience and comfort with graphic design, content creation and social media coordination required
- College and or university degree and/or 3 years or more working experience in a related position is required.

Hours of work

35 hours per week, 7/hours/day (full-time position)

Annual Salary

Based on experience and qualifications.

Deadline for Applications

Thursday December 2, 2021, at 11:59 pm

Please apply with a cover letter and a resume describing your relevant work experience, and 3 references to jobs@metrac.org or METRAC, 158 Spadina Road, Toronto, Ontario M5R 2T8.

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

METRAC is committed to equitable and inclusive employment practices and we encourage applications from historically marginalized groups. NOTE: METRAC's current office and meeting space is not wheelchair accessible, but we will work with selected candidates to accommodate their needs and ensure the interview process and job is accessible to them.

Due to COVID-19, the hiring interview will be held virtually, using ZOOM technology.

NOTE: We are hiring one (1) ReAct Youth Program Coordinator, inclusive of all genders, including Two-Spirit, Trans and Non-binary people.

METRAC is grateful to the City of Toronto, Canadian Women's Foundation, and Scotia Bank for generously funding the ReAct Youth Program