



NATIONAL ADVOCACY  
COMMUNITY ACTION.



*YWCA Toronto transforms lives. As the city's largest multi-service women's organization, we help women and gender diverse people escape violence, move out of poverty and access safe, affordable housing. We work tenaciously to break down barriers that hold women and gender diverse people back from achieving equality.*

**Internal and External Job Posting**  
**Expressive Arts Coordinator, Here to Help (Contract)**  
**YWCA Girls and Family Program**  
**JOB ID: GFML957**

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<b>Employment Type:</b>	Full-Time, Contract
<b>Work Hours:</b>	35 hours per week
<b>Salary:</b>	\$52,348 annually (Level 6), plus comprehensive benefits
<b>Location:</b>	3090 Kingston Road, Suite 101, Scarborough, ON, M1M 1P2
<b>Contract Start Date:</b>	October 9, 2023
<b>Contract End Date:</b>	March 31, 2025
<b>Internal Application Deadline:</b>	Tuesday, October 3, 2023
<b>External Application Deadline:</b>	Thursday, October 5, 2023

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## JOIN OUR TEAM

YWCA Toronto strives to uphold anti-discrimination practices and anti-oppression principles to ensure that the rights of all individuals are respected and protected. We work to promote a climate that is welcoming of all women and individuals who identify as Trans, intersex, non-binary, agender, and/or Two-Spirit. We encourage applications from women and gender diverse people from all races, ethnic origins, religions, abilities and sexual orientations.

The Expressive Arts Coordinator, Here to Help is responsible for maintaining a high quality of service in accordance with the mission and policies of YWCA Toronto through program development, direct program delivery and administrative tasks related to the successful operation of the program. Here to Help is a healing program for children, youth 4-18 years of age and women who are exposed to family violence.

## ABOUT HERE TO HELP

YWCA Toronto Help to Help is a free 12-week program in south Scarborough for Children 4-18 years of age and their mothers/gender diverse parents who have been exposed to abuse. We support participants through the healing process. This program offers a comfortable, compassionate, safe place for children to learn they are not alone. This program offers to mothers/caregivers' information on how children may be impacted by their exposure to abuse and provides support on how to support their children's emotional healing.

## KEY RESPONSIBILITIES

- Develops a new expressive arts program and working in collaboration with the Here to Help Coordinator to integrate the program into the existing Here to Help Program;
- Develops a Warrior Journey program for children ages 4-18 years of age;
- Co-facilitates weekly group sessions in collaboration with Here to Help Coordinator for children, youth (ages 4-18 ) and their mothers who are exposed to family violence;
- Provides individual and group counselling, in-person and over the phone;

- Organizes, purchases and assists in food preparation for up to 50 participants and group leaders for each 12 week, sessions;
- Conducts intake interviews in partnership with the Here to Help Coordinator- with mothers, children and youth, and completes assessments to determine suitability for the Here to Help program;
- Maintains, records, and compiles program statistics, and prepares reports.

## QUALIFICATIONS

- In depth knowledge of an academic or technical discipline normally acquired through courses leading to an undergraduate degree (examples: R.E.C.E, Child and Youth, psychology) **(Cases for Equivalency will be considered);**
- Certificate /Diploma in Expressive Arts;
- 3-5 years' experience in counselling and group work with high-risk clients;
- 3-5 years' experience delivering expressive arts activities for infants, toddlers, pre-school, school age, youth and women;
- Training and experience working with children traumatized by violence;
- Excellent interpersonal, conflict resolution, verbal and written communication skills;
- Ability to maintain a positive approach and professional mannerism at all times;
- Experience working with diverse individuals and groups and the ability to deliver culturally sensitive services in a multicultural environment;
- Ability to work in an anti-oppression and feminist framework.

**Notes:** Evening work and some weekend work may be necessary. Restriction on vacation to be taken during summer months when groups are not running.

**Vaccination Policy:** In accordance with YWCA Toronto's COVID-19 Vaccination Policy, all YWCA Toronto employees, students and volunteers are strongly encouraged to obtain all COVID-19 vaccinations and booster doses as recommended by Toronto Public Health.

## HOW TO APPLY

**Please submit your cover letter and résumé to** Pauline Paterson, Manager of Girls' and Family Programs at [girlsandfamilyjobs@ywcatoronto.org](mailto:girlsandfamilyjobs@ywcatoronto.org). **Please quote JOB ID number GFML957 and your name in the subject line.**

**Please note:** A vulnerable sector police reference check is required by the successful candidate prior to hiring. YWCA Toronto is a unionized workplace. Staff are represented by CUPE Local 2189. This position is within the Bargaining Unit. **Please indicate on your cover letter and your email subject line, if you are an internal candidate.** For internal applicants, this position is not second able.

YWCA Toronto promotes the principles of anti-oppression and adheres to the tenets of the Ontario Human Rights Code. We encourage applications from women and gender diverse people of all races, ethnic origins, religions, abilities and sexual orientations.

YWCA Toronto provides accommodation during all parts of the hiring process, upon request, to applicants with disabilities. If contacted, please advise us if you require any accommodation. While we thank all candidates for their interest, only those selected for an interview will be contacted.

YWCA Toronto is a Scent-Sensitive Workplace

**Posting Date:** September 22, 2023