



**London Cross Cultural Learner Centre (CCLC)
Part-Time Community Development Workers (CDW)
14-hrs/week,
Contract Position for 65 weeks
October 2011**

Job Summary:

Reporting directly to the SWIS Manager and indirectly to a Program Management Committee; the part-time Community Development Worker will be responsible for the empowerment of immigrant and refugee families from the Karen and Bhutanese communities throughout intercultural engagement to enhance ethnic identity, especially with children and youth coming from migration environments.

Key Responsibilities:

- **Information and Orientation:** Strengthen knowledge of cultural traditions and social history amongst children and youth born and raised in migration environments such as refugee camps and 3rd country situations.
- **Network Development:** Strengthen existing and develop new networks for communication dialogue, expression and personal growth within both ethnic communities and wider communities.
- **Needs Identification and Project Planning:** identifying newcomers' needs, determining how these should be addressed and creating long term and short term action plans accordingly.
- **Activities Organization:** Organize activities with families to build on traditions, customs and practices in a safe and positive environment.
- **Workshops and Presentations:** Prepare, coordinate and facilitate workshops and/or presentations.
- **Community Resources:** Leverage CCLC and community resources to support all the program activities included but not limited to a positive depiction in the media.
- **Working in and with community:** ensuring access to services for the new immigrant individuals and families.
- **Providing education to the community:** assisting them to understand the challenges and barriers that new immigrants and refugees experience as they try to integrate into this new community.
- **Reporting:** able to meet deadlines in a timely matter. Ensure accuracy in all written documents prior to submission.

Organizational Responsibilities:

- Participate in meetings
- Providing weekly or Monthly reports, pertaining to program objectives
- Maintain high degree of confidentiality
- Work as part of a team
- Attend trainings as required
- Other duties as assigned by supervisor
- Provides input into program, proposal and organizational development as requested

Qualifications

- Must be a member of the Karen or Bhutanese Community
- Experience working with culturally diverse individuals and refugees
- Knowledge, understanding and/or appreciation of immigrant experience and immigration process
- Social Work or Social Service Worker background preferred;
- Self-motivated individual with strong organizational skills
- Strong leadership skills
- Commitment to and appreciation of diversity in the workplace and in society
- Excellent computer skills and knowledge of relevant software, e.g., MS Word, Access, Excel, Internet, Publisher and/or other graphics programs
- Excellent interpersonal, facilitation and presentation verbal, and written skills
- Specific language requirements:
 - Fluency in Bhutanese and/or Nepali for candidates interested in working with clients from Bhutan and Nepal
 - Fluency in Karen and/or Burmese for candidates interested in working with clients from Myanmar
- 3 years relevant, practical experience
- Postgraduate education in a related area **or** equivalent international degree **or** 3 years applied experience
- Proven ability to work with clients from diverse cultural backgrounds
- Familiarity with community groups and general government services and programs for newcomers
- Available to work irregular hours including evenings and weekends

APPLICATION DEADLINE: Opportunities will be posted until filled

Send resume and cover letter as a Word Document or PDF File to:

Email (preferred): communications@lcclc.org; please put in subject line **Part-Time Community Development Workers (CDW)**

Regular Mail:

Human Resources and Communications Manager

505 Dundas Street

London, Ontario N6B 1W4

Fax: 519-660-6168

We welcome diversity in the workplace and encourage applications from all qualified applicants including women, aboriginal peoples, newcomers and persons with disabilities.

Thank you to all applicants for their interest in the position. Only candidates selected for an interview will be contacted.