



Elizabeth Fry of Mainland NL For Women's Outreach



POSITION: Project Coordinator

PROJECT: It's My Life: A survivor-centered approach to end human trafficking

LOCATION: Saint-John, New Brunswick

CONTRACT LENGTH: February 2021-March 2024

This project will be executed in partnership between four organizations across several provinces in the Atlantic. EFry Newfoundland, EFry Mainland Nova Scotia and EFry New Brunswick (ad hoc committee) will provide community services under the management and in collaboration with EFry Cape Breton. This will create a safety net and provide support services for at-risk and underserved Canadians impacted by human trafficking throughout the Atlantic.

SUMMARY:

The organizations responsible for the project are seeking a full-time Project Coordinator. The Project Coordinator will be responsible for the implementation, execution and reporting of a federally funded regional project that is focused on three principal objectives:

- The prevention objective utilizes and expands on an existing youth trafficking project to prevent the intake of individuals from vulnerable identities across age groups.
- The transition objective is based on outreach/in-reach services and housing for exiting.
- The re-entry objective creates bridges with community partners to assist in areas of housing, employment, education, and mental health support.

FUNCTION & DUTIES:

The position of Project Coordinator has the responsibility for the supervision and support of the in reach/outreach community workers, establishing partnerships with community social service organizations and key government sectors, supporting an external evaluation process for the delivery of reports with the purpose of highlighting best practices and knowledge sharing with other organizations in the region with regards to human trafficking.

Under the supervision of the Executive Director of the Elizabeth Fry Society of Saint-John and in collaboration with the project ad hoc committee, the Coordinator will:

- Develop a work plan integrating an existing timeline of execution.
- Be responsible for internal and external communications for the regional network with regards to this project.
- Recruit, instruct, and coordinate in reach/outreach community workers in their respective regions.
- Develop and execute an outline for partner involvement throughout the region.
- Coordinate the introduction and collaboration with any partners specifically engaged work or sectors committed to ending human trafficking throughout the region.
- Monitor the progress of project activities; develop and maintain records of regional activities, and prepare periodic summaries as required by the project ad hoc committee and or funding agencies.
- Implement trauma-informed quality control process throughout the conduct of the project with the clients' needs at the centre of all decision-making.
- Any other project- related tasks required by the Executive Director or the ad hoc committee members.



QUALIFICATIONS:

A post-secondary degree in the areas of Policy, Social Work, Gender Studies.

REQUIREMENTS:

- Experience working and managing in a virtual setting (distance education, remote working)
- Must be familiar with Office365, Zoom, WebEx, Teams.
- Committed to prison abolition
- Demonstrative knowledge of current women's issues in Canada
- Have a strong understanding of the oppression and over criminalization of Indigenous women and gender diverse people with respects to human trafficking
- Able to work with an intersectional and substantive equality approach
- Ability to develop and execute projects and activities on a pre-determined timeline
- Outstanding written and communication skills, bilingualism an asset
- Excellent interpersonal skills and ability to work independently and collaboratively
- High level of attention to detail

SALARY / BENEFITS:

To be discussed

Deadline for application January 22nd, 2021 12pm EST

Send CV, Cover Letter to kchurcher@caefs.ca with subject line COORDINATOR2021-02

The Elizabeth Fry Societies throughout the Atlantic, in accordance with its intersectional feminist approach and anti-racism and anti-oppression framework, welcomes applications from people who reflect the diversity of our community.

Only those candidates under consideration will be contacted.