

MANITOBA START JOB OPPORTUNITY BROADCAST (J.O.B.) ADVERTISEMENT

POSITION	CASEWORKER / VOLUNTEER COORDINATOR (FULLTIME)
JOB NUMBER	4024
NUMBER OF POSITION/S	1
NOC CODE	TBD
CLOSING DATE	2021-08-03
LOCATION	TBD
ACCESSIBLE BY TRANSIT	No
HOURS PER WEEK	40
HOURLY WAGE RANGE	TBD
JOB TERMS	TBD
JOB DESCRIPTION	Working in a collaborative setting, the person filling this role has strong organization and interpersonal skills; experience recruiting, training and engaging a diverse volunteer pool, and training and experience in mediation and other dispute resolution techniques.
QUALIFICATIONS, REQUIREMENTS & SKILLS	<p>Post-secondary education and / or relevant experience related to restorative justice, conflict resolution or a related field</p> <p>Thorough understanding of the principles of Restorative Justice</p> <p>Knowledge and experience in case management processes, administration and documentation</p> <p>Training and experience in mediation and other dispute resolution techniques</p> <p>Knowledge and experience in working with volunteers;</p> <p>Strong communications skills: ability to initiate and manage difficult conversations, good telephone manner, strong one-on-one relational skills</p> <p>Ability to develop and deliver oral and written reports and updates clearly and concisely</p> <p>Capacity to work independently and as part of a team</p> <p>Ability to relate to many people and people from diverse backgrounds</p> <p>High degree of self-awareness</p> <p>Strong computer skills</p>
OTHER DETAILS	employer offers a comprehensive benefits package including health, dental, employee assistance program, and matching RRSP. The salary range for this position is \$17.88/hr - \$22.66/hr depending on education and experience.
APPLICATION PROCESS	Send targeted resume Apply through your CC

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JD	Ahmad Alsaadeh
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