



EMPLOYMENT SPECIALIST, WOMEN'S ECONOMIC PROSPERITY

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The Employment Specialist (ES) is passionate about improving the socio-economic well-being of women and their families and has a deep understanding of the barriers that prevent young women from participating equally and meaningfully at all levels of economic decision-making and achieving financial sustainability. This position supports women with employment readiness, bridging to employment, and maintaining employment. The ES provides one-on-one support, facilitates workshops, and actively partners with employers to place women in meaningful and sustainable job opportunities.

Voted one of Maclean's Top 100 Charities of 2020, YW provides preventive and restorative services to women and their families to help them thrive. YW is committed to support people experiencing domestic violence, advocating for mental health, and enabling women's economic prosperity.

WHAT MOVES YOU

- You are passionate about improving the socio-economic well-being of women and their families
- Building and maintaining relationships with corporate Calgary
- Seeing women achieve sustainable employment
- Developing and implementing innovative programs
- You think outside of the box, you are creative and challenge your limits, as well as those around you

WHAT YOU'LL DO

- Develop and deliver the Employment Readiness and Bridging to Employment programs
- Develop relationships with local employers to support women in achieving and maintaining employment
- Engage and build relationships with like-minded organizations and stakeholders
- Implement assessments to help determine strengths and work with women to develop an action plan to achieve employment
- Compile effective reports for internal and external stakeholder, ensuring funder reporting requirements are met
- Promote YW programs & services in a meaningful and professional manner
- Research best practices in career trends to support program development and content.
- Keep up to date on evidence-based practice related to the program.
- Use technology appropriately and maintain records in accordance with program policies

WHAT YOU'VE DONE

- Post-Secondary in a related discipline and/or minimum 2 years' experience supporting individuals with employment readiness and bridging to employment
- Strong knowledge of the local labor market, career development trends and resources
- Awareness of issues specific to women experiencing poverty, social exclusion, and family violence
- Commitment to feminist principles and empowering women through a strengths-based approach
- Integrated an equity, diversity and inclusion lens in strategy and program development and implementation
- Demonstrated successful program development and implementation
- Excellent communication, relationship building and organizational skills
- Proficient in the use of computers and software
- Ability to proficiently read, write, and deliver services in English. Multilingualism is an asset

As a condition of employment, YW Calgary requires the successful candidate to be fully vaccinated. Where the candidate has not obtained the vaccine, the candidate will be considered on an exceptional case by case basis; YW Calgary will adhere with its obligations under the Alberta Human Rights Act.

If you want to work to change lives, we want to meet you.

Competition Number: **2022074**

Deadline: **October 3, 2022**

www.ywcalgary.ca/work-with-us

Apply today with resume, cover letter, and salary expectations to careers@ywcalgary.ca

YW Calgary is committed to providing an equitable, diverse and inclusive workplace where all employees, clients and volunteers, whatever their gender, race, ethnicity, national origin, age, sexual orientation or identity, education, and/or disability, feel valued and respected.