

Mentoring program manager, Pathways to Education

SECTOR OVERVIEW

Bringing together more than a dozen programs, the YMCAs of Québec's School Perseverance Sector believes in the potential of all young people, and supports them to stay in school and be empowered by their success. School dropout is multifactorial and therefore requires varied responses. The young people in our programs are sometimes in conflict with the adult world (teachers, parents, etc.) around them. Our team works towards rebuilding bridges that are essential to their ongoing success. Join our growing team, which has been fighting school dropout for more than 20 years.

Pathways to Education is a program that helps young people graduate from high school and successfully transition into post-secondary education or vocational training. The program addresses systemic barriers to education by providing leadership, expertise, and a community-based program proven to lower dropout rates.

RESPONSABILITIES

- Lead, prepare and co-create weekly and punctual mentoring activities/workshops.
- Provide a safe and secure mentoring space that promotes group cohesiveness.
- Encourage youth to actively participate in the mentoring programming and follow up on their participation (attendance, punctuality, behaviour).
- Enter data and write up reports on the participation, engagement and progress of participants.
- Promote mentoring activities and opportunities in the sector for youth and the team.
- Help the intervention team establish and follow up on intervention plans (social and behavioural challenges).
- When necessary, accompany youth to activities outside the site.
- Maintain relationships with external partners.
- Support the mentoring coordinator in organizing the annual graduation.
- Help establish a student recognition system.
- Adhere to the YMCA's policies and procedures on protecting children and vulnerable people.
- Understand and integrate the value of philanthropy in his or her position and the Association, and participate in fundraising activities and events.

REQUIREMENTS

- Have a university or college diploma in education, leisure studies and cultural research, youth intervention, or in a related field.
- Have one or two years of experience as a group leader, mentor or youth worker, or relevant experience working with youth from different backgrounds.
- Be proficient in French and English, both spoken and written.
- Be available to work weekday evenings.

- Have no criminal record in connection with the employment.

COMPETENCIES

Professional collaboration and teamwork: Works and collaborates with different types of people and build on their strengths in order to achieve desired outcomes.

Organizational and interpersonal communication: Listens actively, conveys ideas, promotes constructive dialogue, and expresses oneself verbally and in writing in a clear, transparent, accurate, coherent, and respectful manner.

Innovation and continuous improvement: Continually searches for innovative approaches in order to improve, reach or surpass the desired results.

Work management: Manages time and resources effectively in order to carry out work efficiently and achieve desired outcomes.

CONDITIONS

Location: Pointe-Saint-Charles YMCA and mentoring sites in the Pointe-Saint-Charles neighbourhood (near Charlevoix Metro)

Status: Full-time

Salary: According to the YMCA pay scale

Schedule: 35 hours per week. Flexible schedule; includes early evenings.

Application deadline: June 20, 2018

Start date: July 9, 2018

Please send your CV and cover letter to: **Gisèle Pouhe Njall**

Mentoring Coordinator, Pathways to Education, School Perseverance Sector

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