



# Career Opportunity

**Job Title:** Program Facilitator/Community Educator  
**Organization:** Society for the Involvement of Good Neighbours (SIGN) See [www.signyorkton.ca](http://www.signyorkton.ca)  
Yorkton SK Canada  
**Program:** Sexual Assault Counselling Program  
**Hours:** 35 hours per week  
**Location:** Yorkton  
**Start Date:** September 27, 2021

**The Program Facilitator/ Community Educator has two roles: Promoting the SIGN Sexual Assault Counseling program services while providing education and information sessions to raise awareness and prevention surrounding the issues of sexual abuse and assault to Yorkton and area, and Developing and presenting cultural programming with Elders and volunteers for Indigenous families and individuals within the Yorkton and area.**

## Why work for SIGN?

- Work/life balance; Paid day off once a month;
- Health and dental plan; Pension Plan; Agency cell phone; Professional development opportunities.

## Expectations:

- Facilitate and present required information effectively and in a delivery that is appropriate to the audience;
- Effective interpersonal skills to communicate complex and sensitive information;
- Computer skills with knowledge of programs such as Microsoft Office, power point, email and audiovisual equipment;
- Organize, schedule, prepare for and attend community education and cultural programming opportunities and events;
- Work independently and collaboratively with other professionals and develop partnerships with others;
- Be reliable and flexible to meet the demands of the position;
- Perform tasks to achieve outcomes and meet deadlines;
- Maintain confidentiality;
- Maintain office, equipment and files;
- Collect and prepare resource material;
- Source out and apply for programming grant opportunities.

## Qualifications and experience:

- A post-secondary education in a human service related field or an equivalent combination of work experience and education
- A Valid Driver's License and a safe, reliable vehicle
- Experience in planning and facilitating groups is an asset
- A recent (6 months or less), clear Criminal Record Check and Vulnerable Sector Check;

## Send resumes with covering letter and at least three references to:

Shelley Zoerb, Director of Operations  
345 Broadway Street West  
Yorkton, SK S3N 0N8  
Fax: (306) 783-9426  
Email: [s.zoerb@signyorkton.ca](mailto:s.zoerb@signyorkton.ca)

**Applications close at 5 pm on Thursday, September 2<sup>nd</sup>, 2021**

**Only those short-listed for interviews will be contacted. We thank all those who apply for their interest.**