



EMPLOYMENT OPPORTUNITY **LAC LA BICHE COUNTY**

Community Outreach Worker **Full Time Permanent Position**

Work with the FCSS Program Coordinator in community outreach and development, specifically to homelessness, poverty and social issues. The Outreach Worker will work closely with the community to develop a community response strategy and implementation phases to reduce barriers associated with community rural homelessness in Lac La Biche County. The strategy is in early stages, therefore there will be diverse and generalist work including; community consultation, research, implementation, evaluation and working directly with individuals dealing with complex issues relating to homelessness.

The outreach worker will work closely with the community to look at gaps, gather a proper homelessness count and look at ways to improve social inclusion, and increase supports. Strong community partnerships, relationships and collective community outcomes is imperative to the success of this important community strategy.

Responsibilities:

Working with homeless in the community:

- Work closely with the ARDN (Alberta Rural Development Network) and Poverty reduction network to utilize their support and expertise to deliver the best support for our homeless population;
- Apply for the ARDN homeless count to come up an accurate count of what homeless actually looks like in Lac La Biche;
- Advocacy and awareness with the business community, the general population and local organizations;
- Work at improving community acceptance, fostering inclusion and improve attitudes towards the Homeless. This could include community development, working with businesses and the poverty simulator;
- Work at finding out the living wage for Lac La Biche and surrounding areas;
- Research the economic cost of homeless, emergency visits, jail visits and the local shelters;
- Work with Greater North, building owners and related agencies to create an inventory of all rental properties in the area;
- Work with the Lac La Biche County Social Issues (Homeless Task Force) quarterly to discuss complex social issues in our region like Homelessness, poverty, abuse and gaps in our current services;
- Keep an ongoing list of agencies and supports in the area;
- Look at barriers for current homeless people, and try to find supports or create new ones, to improve the quality of life of all of our citizens;
- Work on poverty, supporting wellness and social inclusion;
- Research affordable housing and ways to make life more affordable for our citizens who are economically challenged;
- Looking at systemic poverty in our area;

- Assisting low-income people through the volunteer income tax program;
- Working with local societies to support and engage in potential projects;
- Identifying opportunities to mitigate harm for community;
- Assist clients in limiting barriers to access community and government programs;
- Assist with gathering information as per the Vital Documents Act and provide general information about community, provincial and federal programs and services (provide support based on the level of support needed by the individual).

Community Development:

- Working with the FCSS Program to build and maintain strong partnerships and working relationships with all human service agencies and establishments in Lac La Biche County;
- Networking within the community to keep abreast of new and emerging social issues, and sharing insights with the rest of the department;
- Identifying opportunities to support and partner in new initiatives that are supportive of people in the community, and help in developing resiliency;
- Provide liaison support for groups and societies in the development of projects;
- Develop appropriate problem solving processes that result in realistic and functional plans of action, and provide assistance to community organizations in the implementation of these plans of action;
- Assist with community consultation processes for community development purposes;
- Working with the FCSS Program to support / assist groups who have identified a need and taken a lead role in ways to address the need.

Special Events:

- Work with the community by providing opportunities for advocacy and information sharing through special events. Support the department in planning and executing special events that fulfill a role within the FCSS mandate, such as the Family Day Festival, Community Awareness and Registration Event, , volunteer appreciation activities and other projects that may present themselves;
- Writing planning documents to ensure sound execution of events and a process that allows for quality improvement;
- Planning and executing developmental workshops as identified by the department, or the general public.

General Duties:

- Maintaining documents outlining project timelines/schedules, end of program or event reporting including participant and outcomes information;
- May be required to assist with front counter duties, including reception, telephone cover and general customer service care;
- Participate in budget development as directed by the FCSS Program Coordinator;
- Participate in the development and execution of a messaging program to inform the public of FCSS mandate and services;
- Adhere to the County Health and Safety policies and procedures;
- Other duties as may be required by the FCSS Program Coordinator.

Qualifications:

- Degree or diploma in Social Work or Human Services
- Combination of education and related work experience may be considered
- Valid Class 5 driver's license.
- Working knowledge about networking and building sound working relationships in community.
- Strong sense of how to work as a team member, but also can work independently.
- Understand how to represent the organization well in a public setting.
- Ability to write Program Logic Models, complete surveys, Outcome Measures and grant requirements.
- Multi-tasking in a very fast paced environment.
- Ability to motivate and inspire individuals towards change.
- Highly developed telephone, computer and communication skills.
- Superior analytical and organizational skills and negotiation skills.
- Project management/events planning.
- Excellent conflict resolution skills, sound judgement and problem solving skills in response to sensitive issues.
- High level of professionalism in public relations, including group facilitation and presentation skills.
- Strong organizational and project management skills.
- Must submit a Driver's Abstract, Criminal Record Check, and Child Welfare Check that meets the satisfaction of the County.

Salary Under Review

- Lac La Biche County offers a comprehensive and competitive benefits package, including:
 - 100% Employer paid Health and Dental Benefits
 - Employee and Family Assistance Plan
 - Local Authorities Pension Plan
- Competition Number: 35-CO-18
- Closing Date: This competition will remain open until a suitable candidate is found.

Interested candidates are invited to forward their resume in strict confidence to:

Attention: Human Resources

Lac La Biche County

Box 1679 Lac La Biche, AB T0A 2C0

Fax: 1-888-421-2533

Email: hr@laclabichedcounty.com

We thank all interested applicants; however, only applicants selected for an interview will be contacted.