



Job Position: Program Coordinator, Next Generation

Position Type: Contract, Full-Time Position Start Date: October 16, 2023

Position End Date: August 31, 2024

Compensation: maximum of \$32,000
(\$20.00/hour at the rate of 35 hours/week for a maximum of 46 weeks)

Application Deadline: 11:59 Sunday October 9th, 2023

About the Mosaic Institute

The Mosaic Institute equips people with the tools to dismantle prejudice in their own communities through research, dialogue, policy, education, and training. There is a rise in prejudice in Canada, and we are experiencing an increased demand for Mosaic’s work to help fight it, particularly in classrooms, workplaces and across communities. In order to achieve safety, inclusion, and equity for structurally marginalized communities, we recognize we must provide customized programming suitable for people of a variety of ages and backgrounds.

Over the past 16 years, our award-winning work has touched over 500,000 people in Canada and around the world. Our mission to equip people with the tools to dismantle prejudice in their own communities connects changemakers with resources, training, and a network of like minded people:

- Our programs equip real people to break down the barriers they experience and build back better. We train students across Canada to address root causes of conflict and become leaders for a more peaceful and just world.
- Our community-grounded research and policy work amplifies the voices of Canada to inform equitable solutions to systemic problems. Our reports tackle issues like improving race relations, access to mental health resources, and the gendered impact of COVID-19.
- Our facilitated dialogues create space for intersectional conversations that result in action-oriented recommendations. We convene experts in areas such as trauma-informed education, anti-racism, and online hate to hear from them, and co-create solutions that make sense.

About the Next Generation Program

Our unique Next Generation program (“Next Gen”) works in collaboration with educational institutions, community organizations, and related sectors to train diverse students, caregivers, community leaders and educators to dismantle prejudice by meeting them at the point of wanting to create positive social change, but not knowing the next steps to take.

- We partner with schools and youth-focused organizations to deliver programming that builds capacity for long-term impact as youth as they transition into adulthood. We also offer professional development programming for early career practitioners, educators and

community leaders, as well as free public resources because we know that systemic change means also equipping the ecosystem supporting our youth.

- The essential knowledge transfer and skills taught through the Next Gen program, such as empathy, communication, critical thinking, collaboration, action-planning, inclusion, conflict resolution, and more are being increasingly recognized as vital skills in this increasingly polarized and complex world, and for future success in an evolving landscape and economy. Next Gen participants gain invaluable job readiness skills and learn how to adapt to changing environments, build consensus, problem solve, embody professionalism, and strengthen their conflict resolution skills, specifically interpersonal dialogue.

About the Role: Program Coordinator

The Program Coordinator will be delivering workshops across Ontario at various educational institutions and community organizations. The Program Coordinator will be supporting the Next Generation team with regards to any additional tasks if needed.

Candidate Profile

You are someone who is passionate about working with young people. You are experienced or knowledgeable about social issues, including racism, sexism, classism, and other forms of prejudice and discrimination.

Required

- Experience working with youth (ages 10-18) in a leadership capacity.
- Experience teaching or facilitating programs/workshops with diverse youth in a classroom or workshop setting.
- Available to travel within Ontario and potentially other provinces. All travel will be fully compensated by the Next Generation Program.
- Uses an anti-racist, trauma-informed approach to facilitation.
- Strong oral communication skills with an ability to engage youth on a range of topics.
- A good listener who is interested in what others have to say with the ability to engage learners in critical thinking and courageous conversations.
- Energetic, inquisitive, and enthusiastic.
- Flexible, adaptable, and open to receiving feedback.
- Able to work independently and as part of a team with minimal supervision; and
- An extremely reliable individual who is prompt and organized.
- Must be legally eligible to work in Canada.

Desirable

- Experience working with youth organizations and/or high school administration/teachers/education sector in Canada.
- Post-secondary education or an equivalent amount of experience working with youth in a capacity-building setting.
- Familiarity with differentiated facilitation techniques, including (but not limited to) the effective use of inter-group dialogue to generate trust and identify common priorities.
- Education/teaching experience at the high school level.
- Experience designing and/or facilitating tutorials or other learning modules.
- Specialized training in conflict resolution, mediation or restorative justice.

Duties and Deliverables

Working under the direct supervision of the Next Gen Program Manager, the duties and responsibilities of the position of Program Coordinator will be varied and include:

- Delivering Next Gen workshops to youth ages 10-18.
- Preparing program activities prior to each assigned workshop and/or event.
- Collaborating with the Next Gen team to identify specific educational content needs.
- Contributing to the creation of educational content, such as lesson plans, blogs, worksheets, and presentation materials.
- Supporting the Next Generation Program manager in expanding the program, collaborating on strategic initiatives, and facilitating outreach efforts.
- Remaining reliable and accountable to commitments made throughout the contract.
- Administering longitudinal evaluations to participants (students, teachers) .
- Supporting the Next Gen team with additional tasks and other duties as required.

Availability and Training

We will require you to be available during our Core working hours of 10:00 am to 4:00 pm Monday to Friday. You will also be required to attend any workshops that are outside our core working hours.

We will require you to be available to travel within Ontario and potentially other provinces. All travel will be fully compensated by the Next Generation Program.

The Next Generation Program Manager will be providing a full orientation at the beginning of the contract, allowing you to be fully set up for success in the role.

Applications

[Please click this link to complete the online application.](#)

While we appreciate all expressions of interest in this position, we are unable to respond to any telephone or email inquiries concerning the position. Only shortlisted candidates will be contacted for an interview.

Employment Equity

The Mosaic Institute is committed to fostering an environment that promotes diversity, equity, and inclusion. We encourage all qualified individuals who identify as women, Indigenous persons, persons with disabilities, ethnic minorities, racialized persons/visible minorities, and persons of minority sexual orientation or gender identity (2SLGBTQIA+ persons) to apply.

If you require any reasonable accommodations during the application process, please contact aa@mosaicinstitute.ca