



citizen advocacy
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Children/Teen Sibling Groups' Facilitator

613-761-9522

1-866-222-2138

312, av. Parkdale Ave.,
Ottawa, ON, K1Y 4X5

www.citizenadvocacy.org

Charitable Registration Number 13036 2817 RR0001

Overview of position:

- Facilitators work with siblings of children who have a disability, as well as their parents/caregivers and other family members, other Sibling Group Facilitators, and the Program Coordinator.
- This position requires a time commitment of 6 hours per month, which includes time for planning, facilitating a children's group one Saturday morning per month, as well as time for communication with families, and a debrief meeting following groups.
- The Children's Sibling Groups are scheduled from October to May, for a total of eight sessions.
- Group Facilitation would be an ideal opportunity for someone who has experience supporting people with disabilities, experience facilitating groups for children and youth between 6 – 17 years of age and understands the dynamics and key issues that siblings and families of children living with disabilities face.
- The role of the Group Facilitator is to implement the curriculum and activities designed for the age group assigned. The activities and curriculum will guide the siblings through a process of better understanding their experience of being a sibling to someone living with a disability, and how they can take ownership of this experience.

Facilitators Responsibilities:

- Familiarize themselves with the curriculum and resources available;
- Suggest additional resources, tools or activities that would benefit the children;
- Work with the second Facilitator, shop for and prepare all activities (keeping within budget), program needs and snacks;
- Communicate with families/Program Coordinator about any group issues;
- Have knowledge about the issues facing the children in their group;
- Participate in team meetings/debrief sessions;
- Report on each group;
- Participate in the final evaluation process;
- Attend any Facilitator trainings offered;
- Report to the Program Coordinator at Citizen Advocacy



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Requirements:

The following requirements may be demonstrated through experience and/or education in a related field:

- Strong interpersonal and group facilitation skills with children and youth;
- Knowledge of child development;
- Knowledge of the needs of siblings of individuals with disabilities;
- Ability to provide a child centered environment and sensitivity to the needs of individual children;
- Ability to plan, provide and adapt activities for children;
- Ability to lead games, activities, arts and crafts that are age appropriate;
- Knowledge of and experience in providing support and guidance for people with disabilities and their families;
- An understanding of the issues that siblings and families of children with disabilities experience;
- Outgoing personality with a high level of comfort thinking creatively, to build connections with children and their families;
- Excellent communications and listening skills;
- Knowledge of child protection/safeguarding children procedures;
- Understands the need for confidentiality of individuals in the group;
- Maintain the child/family's right to confidentiality;
- Ability to commit for one full year;
- Excellent English skills both spoken and written (French or other languages would be considered an asset);
- Knowledge of MS Word and access to computer and internet;
- Ability to respond to situations quickly and effectively;
- Personal and professional references;
- Current valid vulnerable sector police check (mandatory);
- First aid and CPR certification preferred.

Rate of Pay is \$30.00 per hour

Please forward your cover letter outlining how you meet the requirements, and your CV to:

khowson@citizenadvocacy.org, OR

Fax it to 613-761-9525, **attn.: Kelly Howson, re: Children's Sibling Groups Facilitator**