

BC ASSOCIATION OF COMMUNITY RESPONSE NETWORKS

JOB DESCRIPTION

JOB TITLE: Regional Mentor

REPORTS TO: Team Leader

PREAMBLE: The BC Association of Community Response Networks (BC CRN) is an organization based on strong values and principles which guide all the work that they do. Community Response Networks are formed in local communities to help keep vulnerable adults safe from abuse, neglect and self-neglect. The Networks are made up of designated agencies, service providers and community members to develop a coordinated response within the community. The BC CRN provides support for the CRN's by providing mentorship, materials and supports which help inform the work that is done locally. The Association is also a voice at the provincial and national level to focus on adult abuse and neglect issues and to look for ways to stop them.

SCOPE OF WORK:

The mentor is an independent contractor who liaises with the Mentor Team to recruit and support Community Response Networks (CRNs) in local communities within a pre-determined geographic area within the Province of BC. They work together to develop interagency and community protocols to guide the local response to adult abuse, neglect and self neglect. The Mentor Team also works together to recommend materials and programs which will benefit the advancement of the Networks at the local level. They see that programs are made available to their CRNs and support, where necessary, their implementation. They are responsible for seeing that the local CRNs report back to the BC CRN with regard to their participation, that of their network, their community and the use of funds, both raised locally and from the BC CRN. The Mentor is an integral part of the BC CRN and other roles will emerge from time to time. A Mentor may also contract with the BC CRN to take on projects and/or research as the funding becomes available.

QUALIFICATIONS:

Experience

- Comfortable with keeping accurate records and meeting reporting deadlines.
- Several years experience with a CRN and/or and understanding of the CRN's role in coordinating and not providing direct service. Experience in community development.
- Extensive knowledge of the region of the province which they will be mentoring
- Strong relationships with individuals and organizations from multiple sectors within their community and/or region. For example: government ministries, health authority, police, community agencies, and the voluntary sector
- Experience in health, social work and capacity building especially when dealing with largely hidden or socially unexamined, unpopular issues .
- Workshop facilitation competence
- Experience with working with/on a board is an asset
- Experience in upper-level management

Attributes and Abilities

- Demonstrated ability to support community accountability and reporting on an ongoing basis
- Demonstrated ability to work in a collaborative team setting
- Critical thinking including collective impact and evaluation
- Self directed
- Appreciation for diversity and working with many cultural groups within a community setting
- Demonstrated ability to see projects to completion while keeping the rest of the team “in the loop”
- Some understanding of the dynamics of abuse and systemic responses
- Excellent written and verbal communication skills
- Proficiency in working with modern technology including e-mail, Word, Excel, Google Drive, etc.
- Availability for teleconferencing
- Availability to travel
- Availability to participate in team working sessions

TERMS

1. All Mentors are supported by a Team Leader
2. All contracts are based on the fiscal year (April 1 – March 31) and can be terminated at any time with 30 days’ notice.
3. Mentors are paid \$42.43/hour and are also contracted for a set number of hours a month with any hours exceeding that being subject to Team Leader/Executive Director approval.
4. The Executive Director reserves the right to alter the hours depending on the circumstances of the assignment.

August 2018