

# Gender Journeys Peer Facilitator

<b>Program Position:</b>	<b>Gender Journeys Peer Facilitator</b> , Guelph Community Health Centre (Guelph CHC) and HIV/AIDS Resources and Community Health (ARCH)
<b>Supervision:</b>	<b>Jasper Smith</b> <a href="mailto:education@archguelph.ca">education@archguelph.ca</a> ; 519-763-2255 ext. 135 <b>Jan Klotz</b> <a href="mailto:jklotz@guelphchc.ca">jklotz@guelphchc.ca</a> ; 519-821-6638 ext. 394
<b>Position Summary:</b>	<p>Individual will work in collaboration with supervising coordinators and CHC staff to facilitate the Gender Journeys group. The group is a peer-facilitated support group for transgender people which utilizes the Gender Journeys structure, as developed by the Sherbourne Health Centre. The group explores themes relating to transgender experience, including topics on gender diversity, health issues such as hormones and surgery, transphobia and addressing discrimination, embodying changes, connecting to trans communities, and exploring relationships to families, friends, lovers and allies.</p> <p><b>*This position qualifies as a paid peer worker position. The honouraria will be \$15 per hour. Note that training for the position is unpaid however resources, food and other requirements will be provided.</b></p> <p>A peer facilitator, for the purposes of the ARCH, Guelph CHC, and the Gender Journeys program, is someone who has experienced situations similar to those faced by the clients the agencies serve – in this case, someone who has lived experience as a transgender, gender diverse, or otherwise non-cisgender individual. Some Peer Volunteers may be hired if they have a close family member, or friends who have lived experience as a transgender or non-cisgender person(s). Peer Volunteers are not employees of ARCH or Guelph CHC. Peer Volunteers may be paid an honorarium for their assistance with programming but will not receive an hourly wage or salary.</p>
<b>Duties:</b>	In collaboration with supervisors and other staff and volunteers, the facilitator will:

- Work with ARCH and Guelph CHC staff to develop an ongoing and sustainable schedule for the group for one 10 week session, with the potential to run additional sessions in the future.
- Deliver the 10 part workshop series on a weekly basis, with the potential for additional sessions to be held during the year.
- Assist ARCH and Guelph CHC in promoting the group. Guelph CHC clients will be given priority and additional community members may join if space allows
- Peers will debrief electronically and in person with their assigned supervisor to discuss successes, barriers, or opportunities for further learning and development
- Maintain a professional yet supportive role within group sessions with an emphasis on active listening and facilitation skills
- Abide by the Guelph CHC and ARCH's confidentiality policy regarding working with participants and disclose this policy to group participants at the beginning of each session
- Provide referrals or seek necessary interventions when content of session or needs of an individual exceed the peer's capacity, ability, or comfort
- Meet professional obligations through efficient work habits such as meeting deadlines, honouring schedules, and coordinating referrals for participants (or connecting them to supervisors or staff)
- Maintain effective record keeping (resources given, number of participants, etc)
- Compile and submit evaluation feedback

**Skills Required:**

- Personal awareness and emotional maturity
- Time management / organizational skills
- Non-judgmental
- Active listening / listening skills
- Supportive
- A background in group facilitation, LGBT2Q+ issues and transgender healthcare considered an asset
- Experience with Gender Journeys group as a participant or facilitator considered an asset
- Must be comfortable discussing issues impacting transgender communities such as those outlined above or could be reasonably assumed to come up in the group.

**Training / Forms:**

**The following training / forms must be completed prior to starting the position:** Active Listening, ARCH Volunteer Training including modules on ARCH, HIV, Harm Reduction, and Anti-Racism / Anti-Oppression, as well as

a skill building Peer Training session, including modules on Active Listening, Motivational Interviewing and Mental Health Interventions. There will also be additional training to further develop public speaking and facilitation skills.

**Time Commitment/  
Length:**

This position requires, ideally, a one year commitment, as follows:

- ARCH online training, plus an additional session on Facilitation Skills
- Facilitate weekly group meetings, one time per week for the duration of each 10-week session, beginning September 2018.
- Debrief with supervisors electronically after each session, supervisor(s) will meet with the facilitator after one of the regularly scheduled meetings once/month to discuss any issues or needs

**Transportation/  
Accessibility:**

Guelph Community Health Centre is accessible by car or public transit and is centrally located in downtown Guelph

- Building is fully physically accessible
- Gender neutral/unisex washrooms

Guelph CHC can provide bus tickets/parking passes to peers as needed. Venues for training sessions may have differing levels of accessibility. When a venue is not accessible to a peer worker, training will be provided in a different venue that is accessible to the individual at another date and time.


**Start Date and Work  
Hours:**

- Start date: August 2018
- Training session: Online and one orientation session
- Weekly group meetings, beginning September 2018, each operating as 10-week groups
- Participate in debrief sessions with supervising coordinators

**Other / FAQ:**

All peer outreach workers are required to:

- Be over the age of 18 (for safety and legal reasons)
- Attend all training and debrief sessions as well as supervision meetings
- Adhere to all of the policies, procedures, and guidelines of Guelph Community Health Centre and HIV/AIDS Resources and Community Health
- Behave in a respectful, friendly, approachable and non-judgemental manner
- Be reliable and on-time for scheduled shifts and activities
- Represent Guelph CHC, ARCH, other partnering agencies, and themselves, in a positive and professional way

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- Agree to refrain from being under the influence of any substance while on a shift
  - Possess some knowledge of various issues that the transgender population faces, including, but not limited to, aspects of medical transition, experiences of transphobia and cissexism, experiences of mental health struggles including drug use and addictions, involvement with the sex trade and/or Hep C and/or HIV diagnosis and/or treatment
  - Have strong verbal communication skills
  - Be comfortable facilitating a group on an ongoing basis
  - Work as a part of a team
  - Have a desire for continuous learning and to contribute to the local community
  - Be willing to work with the supervisors and other staff to grow and develop various transferable skills, and reduce feelings of isolation for transgender, gender diverse and non-cisgendered individuals.

#### **HOW TO APPLY:**

ARCH is a non-profit, community-based agency that offers a dynamic and supportive environment with creative and committed team of staff, peers and volunteers and an opportunity to contribute in a meaningful way to our community. Residing on unceded ancestral and treaty lands of the Mississaugas of the Credit First Nation of the Anishnawbek Peoples, we strive to honour the treaties and support and listen to the original peoples of this land in all we do. We are an equal opportunity employer committed to embracing diversity and individuality, and opposed to practices which discriminate on basis of race, class, ethnicity, gender, sexual orientation, religion, dis/ability, age, or nationality. We encourage all interested individuals to apply.

To apply for the role of Drop-In Peer Support Worker, please send an email to **Jasper Smith, Education Coordinator**, at [education@archguelph.ca](mailto:education@archguelph.ca) with your resume and cover letter attached as a Word Document, .DOC, and/or .PDF file and the subject line reading "Gender Journeys Peer Worker Application". If email is not an accessible format to send in your resume and cover letter, please feel free to call so appropriate arrangements can be made; this will be the only acceptance for phone calls. Please do not call inquiring if you were a successful applicant. We will contact you via the email used to send in your resume or the phone number specified on your resume to notify you of being a successful applicant and for scheduling an interview. **The deadline to apply for this role is Wednesday, August 22nd at 5:00PM EST or 17:00 hours.**

A **resume** should include applicable information about an applicant including: full name (first and last), email, phone number, mailing address, any qualifications, past educational experiences (schools [high schools, colleges, universities...], training [CPR, harm reduction, anti-oppressive practice], workshops, etc.), and past volunteer experiences; all contact information provided within a resume will be assumed that it is appropriate to email, call, and leave voice messages. A **cover letter** should include information about additional experience related to the position, and pose why the position is of interest to you as an individual; state your case.





