

Ontario Association of Children's Aid Societies

Position Title:	Sessional Leadership Trainer
Reports to:	Manager, Learning Delivery and Leadership
Category:	n/a
Positions Supervised:	None
Department:	n/a
Position Established:	n/a
Job Description Revised:	February 16, 2018

Overview

The Ontario Association of Children's Aid Societies (OACAS) has represented Ontario children's aid societies ("Agencies") since 1912. We currently have 48 Agencies across Ontario as members of our organization, and we are advocates for the protection and well-being of children. We also provide service and support to our members in the areas of education and training, government relations, communications and information management.

We are currently seeking experienced child welfare professionals with training backgrounds who will be contracted on a per-session basis to deliver OACAS Leadership curriculum (list of courses included below) to Agency staff across Ontario. Successful candidates will attend required Train-the-Trainer (TTT) course(s), and participate in ongoing professional development opportunities as preparation to deliver the curriculum.

OACAS is seeking energetic, passionate and proficient trainers with experience training Leadership curriculum, obtained either through work with an Agency or through similar work, to facilitate face-to-face and/or online delivery formats. Successful candidates will be requested to train on an as-needed basis, and therefore may continue their current employment. Please note, training requests are occasional and may be infrequent.

Management and Leadership Courses

- Project Management: Fundamentals & Applied Learning
- Transfer of Learning: The Supervisor's Role as an Adult Educator
- Managing Work Through Other People: Performance Management
- Management, Leadership and Administration within Child Welfare
- Clinical Supervision in Child Welfare
- Supervising and Managing Group Performance
- Structured Analysis Family Evaluation (SAFE) for Child Welfare Supervisors

- Supervising Forensic Interviews
- Clinical Supervision in Child Welfare

Trainer Development Courses

- Training and Facilitation Skills
- Advanced Facilitation Skills
- Introductory Train the Trainer
- Accelerated Learning and Alternative Delivery: Making Every Moment Count
- Facilitating Groups

Training involves teaching new skills through such means as short lectures, observation, practice, and group activities, as well as the application of adult learning principles, online technology and/or virtual training.

Duties and Responsibilities

1. Create and consistently maintain a comfortable, learner-centered training environment
2. Keep learners focused, on task and within established time frames while remaining responsive to group needs and concerns
3. Enhance learner experience through bringing forward an understanding of Indigenous communities and knowledge of Indigenous history and context as it relates to the curriculum
4. Deliver curriculum to a diverse audience while promoting an Anti-Oppressive Framework approach enhanced by an understanding of and an ability to critically examine the power imbalance inherent in organizational structures
5. Effectively demonstrate a variety of training activities – including, but not limited to lecture, small group work, large group discussion, and experiential exercises
6. Effectively manage candidate's own verbal/nonverbal communications to minimize any distractions and maximize training delivery impact
7. Deliver training without reading directly from a script
8. Using technology to enhance learning (experience with LMS systems, technology and agency computer systems and databases)

Qualifications

1. A minimum of five (5) years of child welfare management experience directly related to the course(s) chosen to facilitate
2. Strong understanding how the candidate's own cultural background can impact communication style, values, attitudes and beliefs; ability to recognize ways in which an ethnocentric perspective may affect the ability to train and relate to participants from different cultural groups

3. Experience working with diverse stakeholders and working within an Anti-Oppressive Framework
4. Experience working with Indigenous communities and knowledge of Indigenous history and context
5. Experience working with francophone communities would be an asset
6. Strong facilitation and group-building skills
7. Excellent problem-solving skills and ability to adapt to varying audiences
8. Subject matter expertise on current research, legislation, policy and practice
9. High level of comfort using the necessary training delivery technology and media, such as projectors, computers, etc.
10. Experience with Learning Management Systems. Familiarity with Brightspace by Desire2Learn is preferred
11. Strong knowledge base in, and ability to apply, adult learning principles

The following would be considered an asset:

- Bilingual English/French
- Experience working with aboriginal and/or francophone communities

Working Conditions

Work involves minimal physical or psychological risk, which could result from unavoidable exposure to dangerous situations or hazardous, disagreeable or uncomfortable working conditions. Job requires occasional travel in Ontario.