



YWCA Cambridge is currently seeking an innovative, self-starter to fill the position of

**Rapid Reskilling Program Coordinator
(full-time, 2 year contract)**

The successful candidate will develop, coordinate and promote the YWCA Cambridge Reskilling Program, which offers training and job development opportunities for cis and trans women and non-binary participants. The program will provide orientation and pre-certification programming in advance of participants attending certification training via a third-party training partner, and then the program will support participants following certification with workforce opportunities.

Your skills will include:

- A post-secondary degree or diploma in a related field or a combination of related work and academic experience.
- A minimum 2 years' experience in advanced manufacturing, specialized technology, education, social services fields or employment counselling.
- A current Criminal Record Police check or willingness to obtain at own cost;
- A current Emergency First Aid and CPR certificate or willingness to obtain at own cost;
- The ability to work from a feminist, anti-racist/anti-oppressive perspective;
- The ability to work in a team and to establish rapport with employers, participants and co-workers;
- Excellent communication, negotiation and presentation skills;
- Knowledge of the Waterloo Region labour market, industry trends and apprenticeships;
- Ability to work effectively with persons of diverse backgrounds;
- Proficiency in MS Office applications, Internet, email and data base management;
- Experience facilitating in person or through online platforms, as required;
- A valid driver's license and access to a motor vehicle and must be able to travel as required;
- Bilingual English/French or other languages an asset.

Interested candidates should forward their resume by **Friday March 26, 2021** to:

Kim Decker, Executive Director
YWCA Cambridge
55 Dickson Street
Cambridge, ON
N1R 7A5
k.decker@ywcacambridge.ca

We thank all applicants for their interest but only those receiving an interview will be contacted.

As a member agency of YWCA Canada, YWCA Cambridge is part of a national movement known as the country's oldest and largest women's multi-service organization, the largest national provider of shelter, literacy, life skills, employment and counselling programs and is the second largest provider of child care services in Canada. For over 65 years, YWCA Cambridge has been a respected leader on issues that impact cis and trans women and girls, non-binary and two-spirit individuals in our community.