

## **JOB POSTING INTERNAL/EXTERNAL**

**Sexuality & Reproductive Health Facilitator – Resource Focus**  
**TERM POSITION January 6 – March 31 2025**  
**1.0 EFT – 35 HOURS PER WEEK**  
**WINNIPEG OFFICE**

The Sexuality Education Resource Centre Manitoba is a community-based, non-profit, pro-choice organization. We are dedicated to promoting sexual health through education. SERC provides inclusive, non-judgemental sexuality education and we believe all people have the right to accurate information to make informed choices about their health and wellbeing

### **JOB SUMMARY:**

This position is responsible for the development and implementation of education programs for the community and service providers with the purpose of promoting and enhancing access to information, services, and supports for sexuality and reproductive health. **Special focus for this position will be on resource development and revision and integration of resource and education materials onto online platforms.**

### **QUALIFICATIONS:**

- Supportive of SERC's Vision, Mission and Values
- Minimum 2 years' experience in health education and/or health promotion
- Post-secondary degree in area of education, health, social services, or related field or combination of education and a minimum of two years' experience in related field
- Demonstrated proficiency in resource and curriculum development
- Experience in program development, workshop delivery, and evaluation
- Experience working in a cross-cultural context
- Awareness of and sensitivity to issues of diverse economic and cultural backgrounds
- Thorough knowledge of sexuality and reproductive health issues, anti-violence, mental health and substance-use/harm reduction principles
- Experience in community development
- Knowledge of immigrant/refugee issues and relevant trends
- Knowledge of adult and youth education principles
- Computer literacy in current/relevant software
- Excellent oral and written communication skills
- Excellent group facilitation, problem-solving, and team-building skills
- Demonstrated effective communication skills relating to delivering youth presentations.
- Ability to work in a team and independently in a professional manner
- Ability to work flexible hours, including evenings and weekends
- Valid driver's license, access to a vehicle an asset and availability to travel throughout Manitoba

## RESPONSIBILITIES:

- Facilitate research and development of workshop curriculum, information and resource materials and training materials
- Participate in the development and evaluation of educational materials/resources
- Identify, share and work with team on current on relevant information and resources
- Participate in staff meetings, meetings with supervisor, and other Agency meetings as required
- Maintain up-to-date files, statistics, time sheets and other administrative requirements as directed
- Promote Agency programs and services within the community
- Provide information and referral services.
- Work in partnership with other agencies in needs assessment and participate in design, implementation, and evaluation of programs
- Establish and maintain community networks through outreach activities

## WORKING CONDITIONS:

- Work environment consists of an office building with individual work spaces
- The work environment will also include group settings of 10 to 30 people
- Frequent interruptions
- Prolonged physical activity of sitting and standing
- May be required to move items weighing up to 12kg
- May encounter others who are aggressive and/or agitated
- May be required to work a variety of shifts including evenings and weekends

**HOURLY RATE RANGE:** \$36.332 to 42.120 per hour

**DURATION OF TERM:** Date of hire to March 31, 2025

**HOURS OF WORK:** Monday to Friday 8:30am to 4:30pm (some evenings and weekends may be required)

SERC is committed to supporting a diverse staff team that reflects the diverse communities in which we work. In congruence with our values of anti-oppression, access and community we invite (dis)abled people, 2STLGBQ+ identified people, people living with HIV, people living with HEP C, women and gender diverse people, and people targeted by systemic racism to apply and self-identify in their resume or cover-letter.

If you require accommodation during any part of the recruitment or interview process, please contact Leigh Anne Caron by email at [jobs@serc.mb.ca](mailto:jobs@serc.mb.ca) or by phone at 204-982-8200.

**PLEASE SUBMIT RESUME BY DECEMBER 17 at 4:00 PM TO:**

[jobs@serc.mb.ca](mailto:jobs@serc.mb.ca)

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