



12Neighbours Community Inc.

3523 Woodstock Rd
Fredericton, NB E3E 1B7
November 14, 2023

Embark on a transformative journey with 12 Neighbours Community as the Path-to-Independence Infrastructure Lead, where you will be at the forefront of crafting and refining the infrastructure that empowers individuals to overcome barriers to a full and independent life.

Job Title:

Path-to-Independence Infrastructure Lead

Organization:

12 Neighbours Community

Location:

Fredericton

Position Type:

Full-time

Start Date:

Immediate

About 12 Neighbours Community:

12 Neighbours Community is a dynamic and community-driven organization committed to the mutual pursuit of the full life. We work to foster inclusivity and provide dignity, community and opportunities for individuals facing barriers to employment. Our innovative social enterprises aim to create a positive impact on both our community and the lives of those we serve.

Job Description:

As the Path-to-Independence Infrastructure Lead at 12 Neighbours Community, you will play a crucial role in developing and maintaining the infrastructure of our Path-to-Independence program. This program guides community members facing employment barriers through a structured journey from Permanent Housing, Personal Development to Patient Employment, providing them with opportunities for personal and professional growth.

Key Roles and Responsibilities:

Develop our Community Teams Operations Manual



- Produce policies and procedures, by working with staff and community members to ensure effectiveness and suitability.
- Complete framework for the organization to ensure to be fair and consistent with employees.

Path-to-Independence Program Development:

Design, implement, and enhance the infrastructure of the "Path-to-Independence" program. Collaborate with internal teams to ensure a seamless and supportive journey for community members.

- Identify supports which community members may require
- Identify barriers which community members may face and how to overcome them

Entry Conditions and Requirements:

- Define and communicate entry conditions and requirements for each step of the Path-to-Independence program.
- Work closely with the Human Resources team to align entry conditions with inclusive hiring practices.

Graduation and Exit Pathways

- Develop timelines and pathways for completion of the program, and next steps for both successful and unsuccessful attritions.

Collaboration and Stakeholder Engagement:

- Collaborate with internal and external stakeholders to strengthen the support network for community members.
- Engage with local organizations, agencies, and educational institutions to expand pathways for skill development and employment opportunities.

Monitoring and Evaluation:

- Establish monitoring mechanisms to track the progress of community members through the program.
- Conduct regular evaluations to assess the effectiveness of the infrastructure and make necessary adjustments for continuous improvement.

Training and Capacity Building:

- Develop training programs to build the capacity of community members at each step of the program.
- Provide guidance and support to community members as they navigate their Path-to-Independence.



Qualifications:

- Bachelor's degree in Social Work, Human Resources, or a related field.
- Proven experience in program development and infrastructure management.
- Strong understanding of employment barriers and a commitment to fostering diversity and inclusion.
- Excellent organizational, communication, and leadership skills.

Compensation

- Contract runs until June 30 2024.
- Hourly Rate: \$28 / hr.
- Expected Hours: 39 hours per week or 78 hrs paid bi weekly
- Annualized salary/rate: \$ 56,784.00
- Total compensation for the contract period \$34,944.00

Benefits

- Vacation: Vacation will be payed out at 4% with each pay.
- Professional Development: We invest in your growth with access to a range of online courses. We have an in house policy whereby individuals are able to allocate some % of their time to continued learning.
- Flexible Work Arrangements: We support flexible schedules and remote work options to accommodate your needs.

How to Apply:

Interested candidates should submit their resumé and a cover letter outlining their relevant experience and commitment to inclusive employment practices to 12njobs@gmail.com