InclusionNB

Job Advertisement

Transition Facilitator

Location: Saint John - Sussex, Kennebecasis, Rothesay, Hampton and Belleisle
Status: Full-time | **Salary:** $50K

In response to the growing needs of our community and our commitment to systemic change, we are seeking a passionate and strategic **Transition Facilitator**. This pivotal role is designed for a visionary advocate and relationship-builder who excels in person-centred planning, guiding youth into the labour market, and fostering essential workplace skills to ensure individuals are fully valued and included in our communities.

If you are passionate about community inclusion, empowering youth through facilitation, and breaking down barriers to sustainable employment, this is the ideal opportunity for you.

Key Responsibilities and Impact

As a Transition Facilitator, you will not just connect people to services; you will build independent lives.

- **Facilitate Transition Planning**: Support high school students with an intellectual or developmental disability in defining short- and long-term employment goals using personalized action plans (PATH tool).
- **Engage Employers**: Prospect and develop strong, lasting partnerships with regional employers based on students' specific skills and interests, while providing education on inclusive workplace practices.
- **Train & Integrate into Employment**: Conduct job-readiness training focused on essential workplace skills and arrange experiential learning opportunities (summer jobs, Co-op placements, job shadowing). Hire and support job coaches to implement necessary accommodations.
- **Collaborate Across the Ecosystem**: Work closely with families, high school faculty, Working NB, employment agencies, and community partners to build sustainable career pathways.
- **Raise Community Awareness**: Facilitate information sessions for parents, deliver community presentations regarding transition services, and provide resources to overcome transition-related challenges.
- **Manage the Mission**: Maintain accurate participant records within the Inclusion NB FIDO data management system and ensure efforts align to meet the target of securing employment for 75% of participating graduates.

Qualifications and Skills

- **Education**: A bachelor's degree in social sciences, a human services counsellor diploma, or an equivalent combination of education and experience in the human services field is required.
- **Experience**: Prior experience working with individuals with a disability, knowledge of inclusive practices, and familiarity with person-centred planning (PATH tool) are preferred.
- **Skills**: Strong verbal and written communication skills, creative thinking, problem-solving, deep empathy, and the ability to build trusting relationships.
- **Technical Knowledge**: Familiarity with the social services delivery system, community employment resources, and Microsoft Office 365 tools.
- **Language**: Bilingualism (English/French) is mandatory.
- **Value Alignment**: Demonstrated alignment with our mission and inclusive values regarding intellectual and developmental disabilities.
- **Travel**: The ability to travel to support students and employers within your assigned region is required.
- **Security Checks**: A current, valid criminal record check and vulnerable sector check are mandatory for this role. are mandatory for this role.

Why join Inclusion NB?

We are a progressive, team-oriented organization that deeply values our staff and promotes true work-life balance. We walk the talk when it comes to inclusion; that includes you. We offer a comprehensive benefits package upon hire, designed to support your well-being:

- Flex schedules (including the option for hybrid work)
- Work-life balance commitment
- Paid sick time
- Paid vacation
- 4-day summer work weeks (July-August annually)
- Mental health days
- Professional development opportunities
- Paid lunch breaks
- Group insurance benefits

How to apply:

If you are ready to use your facilitation and advocacy skills to drive inclusion, please forward your resume to: **hr@inclusionnb.ca**

If a reasonable accommodation is needed to participate in the job application or interview process and/or to perform essential job functions, please contact Khouloud El Moutchou at 506-503-0071.

We thank all applicants for their interest but wish to advise that only those selected for an interview will be contacted.