



The Ontario Justice Education Network is hiring!!

Project Leader – Outreach Programming – Toronto

OJEN is hiring a Project Leader to assist in the development and delivery of justice education programs for vulnerable and marginalized youth in partnership with community associations and schools in Toronto. Reporting to OJEN's Director of Outreach Programs, the successful candidate will work with OJEN staff and volunteers to deliver new and existing projects that foster an understanding of the justice system and create opportunities for dialogue.

OJEN is a charitable not-for-profit, non-governmental organization with a province-wide mandate. We develop innovative educational tools that introduce young people to the justice system, help them understand the law, and build their legal capability. We work to help prepare young people to manage the legal aspects of problems that arise in their own lives.

OJEN's programs are delivered across Ontario by a staff of 14 and a pool of approximately 1200 justice sector volunteers, including: judges, lawyers, law school students, court staff, and other justice sector professionals. Thousands of high school students and their teachers participate in OJEN programs each year. We also partner with community organizations, after-school groups, and summer programs to bring our justice education workshops to hundreds of youth in under-served communities.

Responsibilities of the position include:

- Develop, deliver and evaluate justice education programs for vulnerable and marginalized youth
- Facilitate community and school-based workshops for vulnerable and marginalized youth in Toronto (involves travel in the GTA, all locations accessible via public transit).
- Build relationships with legal, educational and community partners involved in justice education programming
- Recruit, coordinate and correspond with OJEN volunteers
- Participate in OJEN's communications and media strategy
- Liaise with OJEN staff and related stakeholders to meet organizational and strategic goals
- Web content management & updates
- Administrative tasks related to programming

Candidates with some combination of the following qualifications are encouraged to apply:

- Experience with organizations that provide programming for youth, especially newcomer or racialized youth.
- Well-developed workshop facilitation skills
- Training or experience in a law-related field

- Training or experience in an education field
- Project management experience, including project evaluation and reporting
- Familiarity or experience with digital communications (website blogs, social media, etc.)
- Experience with grass-roots community organizations
- Ability to speak a second language
- Excellent written and oral communications skills
- Strong administrative ability

Salary Range: \$40,000 – \$55,000 depending on experience and education. Recent law school, social work and teachers' college graduates are encouraged to apply. This is a one-year contract position with the possibility for extension. Health and dental benefits offered.

Closing date: December 22nd, 2017 (9:00 am)

Interview dates: January 3rd, 4th, 5th, 2018

Start Date: January 8th, 2018

Additional information about OJEN is available online at www.ojen.ca. Interested candidates should submit a covering letter and a résumé by email to info@ojen.ca.

Please insert the phrase "Project Leader - Outreach" in the subject line of the email.

Attention: Executive Director
Ontario Justice Education Network
180 Dundas Street West Suite 505
Toronto, ON
M5G 1Z8

We thank all applicants for their interest but will only contact those who are short-listed for interviews. Resumes will be kept on file for six months, and then shredded.