



Job Opening

Mennonite Community Services of Southern Ontario (MCS) is a not for profit charity providing services to newcomers and the community. MCS is owned by several area Mennonite Churches who send delegates to serve on the board of directors. MCS seeks to faithfully link resources with needs through its programs of Settlement, Employment, FESPA, Radio and Thrift Store.

Interested candidates should submit a **cover letter** together with a **resume** to:

Mennonite Community Services
 Attention: HR Team
 16 Talbot Street East
 Aylmer, ON N5H 1H4

Phone: 226-544-0380
 Email: hr@mcsn.org

Job Title:	FESPA Manager
Starting Date:	April 2023 (flexible starting date as early as February or late as May)
Hours:	40 hours per week
Wage:	Salary with Benefits
Job Summary:	The Family Education and Support Project of Aylmer (FESPA) is one of the programs at Mennonite Community Services (MCS). Within FESPA there are three sub-programs that assist Low German newcomer women and their preschoolers with their adaptation to Canada, namely FESPA School, Family Support and Mom & Baby. FESPA operates in partnership with community agencies and organizations and is mainly funded by Public Health Agency of Canada. The Manager will be responsible for managing the FESPA programs.
Job Duties:	<ul style="list-style-type: none"> • Lead and implement program • Coordinate and supervise day to day operations of all FESPA programs • Offer services in both Low German and English • Recruit and register clients • Setup and clean-up for FESPA programs weekly • Other related duties as assigned
Core Requirements:	<ul style="list-style-type: none"> • 1-3 years management and leadership experience; • Strong organizational skills; • Effective time management skills; • Ability to communicate in English and Low German and have an understanding of Mennonite culture; • Commitment to Jesus centred faith and non-violent peacemaking.
Requirements and Qualifications:	<ul style="list-style-type: none"> • Relevant post secondary education; • Excellent English oral and written communication; • Strong problem solving skills; • Excellent interpersonal skills; • Good Microsoft Office skills; • Police check for the vulnerable person sector required upon hire at applicants expense

	Must be willing to adhere to all health and safety protocols including those related to the COVID-19 pandemic.
--	--

<p>Only suitable applicants will be asked to complete an application or be invited for an interview. MCS is an equal opportunity employer that is committed to inclusive, barrier-free recruitment and selection processes. We welcome applications from all qualified persons. If you require accommodations, please notify us and we will work with you to meet your needs.</p>
