



## Midaynta Community Services CALL FOR WORKSHOP FACILITATORS

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We are recruiting **Resident Leaders** to design and deliver workshops for residents in the York Weston Pelham Cluster

**Position:** Resident Leader- **Ask The Experts** workshop series

**Number of Positions:** 3 Resident Leaders (December 2023- April 2024) \* This call will prioritize the participation of Indigenous, Blacks, and other equity deserving groups

**Reports to:** Midaynta Community Services – Project Coordinator

### Summary

We are accepting workshops outlines from resident leaders within the York Weston Pelham Cluster who can design and deliver a series of workshops (minimum of 3 workshops) for residents. These workshops must be based on Resident Leader's proven skills and knowledge and must provide opportunity where residents will connect and learn from each other, build connections to people and spaces in their own community, increase community participation and encourage workshop attendees to consider leaderships roles in future iterations.

Resident Leaders who are interested in this opportunity must design, develop, and submit a full outline of the workshop(s) they would like to deliver; workshops must align with the priorities of residents in York Weston Pelham Cluster and must be delivered in a series of 3, each running between 1.5 and 2 hours. We will accept proposals from resident leaders who demonstrate the following:

- Direct community related experience in service delivery, workshop facilitation, and outreach
- Ability to communicate effectively with participants
- Demonstrated ability to work independently and as a part of the team
- Proven skills in conflict resolution, mediation and conflict de-escalation skills

### Successful candidates will also be expected to:

- Assist in development and distribution of promotional material for their workshop series
- Recruit participants for their workshop series (minimum of 10 for each workshop)
- Set the agenda for each session
- Attend an orientation session

### Administrative Tasks:

- Provide information for, and/or participate as directed in, the completion of weekly, monthly and/or final project reports encompassing activities, tasks, accomplishments, and challenges.
- Participate in required project and agency meetings.
- Complete and maintain all required documentation in an accurate, professional, and timely manner. This includes, but is not limited to: Workshop material, sign-in sheets, and outcomes statistics.
- Develop and maintain consistent positive relationships with all contacts.
- Maintain an accurate knowledge of available community resources.

**Position Detail:** 3 Resident Leader positions. Flexible hours required.

**Compensation:** \$3, 000 for each Leader

**Example of Themes** - The table below are theme suggestions. You may build off these themes or create your own.

Month	Theme
February 2023	Black History Month
March 2023	International Women's Day
April 2023	Earth Month/ Diversity Month

\*Applicants are encouraged to include proposed workshop plan to their submission. (*SEE ATTACHED TEMPLATE BELOW*)

**Only those candidates selected for interview will be contacted.**

**The Hiring Committee,  
Midaynta Community Services,  
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Toronto M9P 3V4,  
Fax # (416) 440-3379  
E-mail to [info@midaynta.com](mailto:info@midaynta.com)**



## **ASK THE EXPERT WORKSHOP PROPOSAL**

**Keele Community Hub  
Midaynta Community Services**

**Workshop Name:**

**Workshop Description:** *Provide a brief description of the workshop including a theme*

**Goals and Objectives:** *What is the goal and objective of this workshop?*

**Outcomes:** *What will participants learn?*

**Audience:** *Who is this workshop intended for? (Ex. Age Group)*