

## **PMAST JOB DESCRIPTION**

**Position:** **PMAST TRAINER For Girls**

### **Background:**

PMAST provides youth with training, assistance, mentoring, support and services in developing life skills related to conflict management and dispute resolution, self-awareness, and respect for others and the community.

Learning conflict management and dispute resolution strategies helps youth deal with conflict more effectively at school, at home, and in the community. The skills and insights developed through PMAST will be incorporated into everyday life, transforming a cycle of conflict into an opportunity for learning, growth, and change.

### **No More Drama (NMD) Program:**

No More Drama is designed to teach adolescent girls and those who identify as female to reduce tragic incidents, bullying and violence, within their schools, families and communities. This program is designed in eight modules to support girls to reduce bullying and conflict in their social environments. Participants learn how conflict is created in different ways and the impact of conflict on wellbeing, self-esteem, self-worth and personal development.

Due to the inherent nature of No More Drama, it is presented by a skilled female PMAST trainer.

### **Core Function of Position:**

Deliver PMAST training and services by working closely with youth, school staff, parents, and community members. It is important to develop a strong rapport with all entities and work closely with school staff to maintain a presence within the school, for continued training, mentoring, building peer mediation teams, and be available to students and school staff for mediation services.

### **Role Description:**

A PMAST Trainer is under the direct supervision of the Program Coordinator and will report all concerns, questions, and problems relating to fulfilling their duties, etc. to the Program Coordinator. The PMAST Trainer provides a trusting, supportive relationship to youth.

### **The PMAST Trainer Will:**

- train students in communication and conflict management through the No More Drama Program
- coordinate availability and accessibility for programs through consultation and collaboration with school staff
- provide outcome measurement information
- provide feedback and suggestions for continuous development and improvement of course materials
- identify potential barriers to Program Coordinator
- other duties as assigned by the Program Coordinator

**Qualifications:**

- Certificate in Conflict Management preferred
- University degree, preferably in social work, human justice, education, or a related discipline
- An equivalent combination of education and experience may be considered
- experience working with youth and communities towards setting and achieving goals
- knowledge of Youth Asset Development
- knowledge of First Nations, Métis and other ethnic cultures an asset
- demonstrated experience with conflict management and mediation preferred
- ability to pass required background checks (Police check)
- a valid driver's license and reliable transportation

**Skills:**

- must possess effective interpersonal, motivational and organizational skills
- strong presentation skills with the ability to relate to a varied audience, especially youth
- a demonstrated ability to take initiative and follow through on actions, problems effectively
- the ability to work independently, but in a team environment
- must be very reliable, motivated and committed to representing PMAST and providing service of the highest quality.

**Terms of Employment:**

- Must be available one day per week during school hours and flexible to meet school schedule
- Employment date March 1st to June 15th
- Payment commensurate with experience - to be defined and addressed under contract

**Confidentiality:**

- **Names of participants and details of any case are strictly confidential. At no point should mediation trainers reveal specifics regarding any attendee you are, or have worked with, to anyone other than with program staff.**

***Please submit resumes and/or questions to [info@pmast.org](mailto:info@pmast.org)  
Closing date: February 10, 2017.***