



MEDIATION SERVICES: A Community Resource of Conflict Resolution, Inc.

Job Posting: Community Representative

Working in a collaborative setting, the person filling this role is responsible for representing, promoting and building Mediation Services programs and services in the community.

This individual will have a forward-thinking mindset, a vision for the future, and an entrepreneurial attitude.

Qualifications:

- Thorough understanding of the principles of Restorative Justice and Mediation Services conflict resolution training
- Demonstrated success in business development
- Strong knowledge of social media platforms, appropriate content and daily management
- Ability to develop and deliver oral and written reports and presentations clearly, concisely, and with enthusiasm; ability to adapt presentations to specific audiences
- Training and experience in mediation and alternative dispute resolution techniques
- Strong communication skills, ability to initiate and manage difficult conversations, good telephone / email manner, strong relational skills
- Capacity to work independently and as part of a team
- Ability to relate to people from diverse backgrounds
- High self-awareness
- Excellent computer skills

Compensation:

Mediation Services offers a comprehensive benefits package including health, dental, employee assistance program, and matching RRSP. The salary range for this position is \$32,550 – 41,250 per annum based on education and experience.

Who we are:

Mediation Services is a non-profit organization based in Winnipeg MB. Our purpose is facilitating peaceful interactions to transform relationships.

We value:

- Caring – demonstrating openness, compassion and empathy for people and situations and a desire to help others.
- Collaboration – fostering relationships and better outcomes through working together
- Empower – Providing resources, tools and practice to build knowledge, develop accountability and grow in capacity and confidence.
- Integrity – living out our principles of restorative justice and conflict resolution.

Application deadline is August 10 at noon. Cover letter and resume can be forwarded to the Executive Director by email: info@mediationserviceswpg.ca.