



## The Ontario Justice Education Network is hiring!!

### Project Leader - Newcomer – Toronto – Contract Position

OJEN is hiring a Project Leader to oversee justice education programs for newcomer and immigrant youth in partnership with community associations, schools and court staff in Ontario. The Project Leader 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 about the system.

The **Ontario Justice Education Network (OJEN)** is a charitable organization bringing together leading representatives of the justice and education sectors to foster public understanding of the justice system. OJEN's main focus is on high school and elementary school students and teachers. Through various programs, OJEN facilitates the collaborative volunteer activity of judges, lawyers and educators to support public education activity in relation to the justice system.

Responsibilities include:

- Coordination of justice education projects for newcomer youth with organizations, schools & individuals involved in justice education activity
- Implementation of project models for newcomer and immigrant youth
- Maintaining relationships with program partners in the newcomer sectors
- Addressing communications and media strategy
- Liaison with other OJEN staff and Director of Programs to meet organizational and strategic goals
- Maintain web content management & updates
- Adaptation of OJEN curriculum resources to meet ESL/ELD learner needs
- Event planning & volunteer development, as required

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

- Training or experience in an education field
- Training or experience in a law-related field
- Experience working with newcomers to Canada
- Project planning and coordination experience
- Experience with project implementation and reporting
- Well developed project management skills
- Excellent written and oral communications skills
- Strong administrative ability
- Spanish language skills an asset

**Salary range:** This is a four days/week position. Salary is based on a 28 hour work week: 40,000 – 45,000 depending on experience, education and responsibility.

**Closing date:** August 21, 2013

**Start Date:** To be determined with successful candidate

Additional information about OJEN is available online at [www.ojen.ca](http://www.ojen.ca). Interested candidates should submit a covering letter and a résumé by mail, email or fax with the subject title "*Project Leader – Newcomer*"

To:                   Attn: Newcomer Posting  
                          Ontario Justice Education Network  
                          130 Queen Street West  
                          Toronto, ON  
                          M5H 2N6

Fax: 416-947-5248  
[info@ojen.ca](mailto:info@ojen.ca)

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