



Community Services Provider

(2 Positions)

CFMWS – WHERE PURPOSE MEETS PASSION!

At Canadian Forces Morale and Welfare Services (CFMWS), we're more than just a workplace; we're a proud community dedicated to supporting Canadian Armed Forces members, veterans and their families in their daily lives. We carefully curate and provide programs and services designed to meet their unique needs and enhance their mental, social, physical, financial and familial well-being. CFMWS employees deliver programs and services including recreation, sports and fitness programs, customized financial services, retail services, access to retail savings and discounts and offers family support and organizes charity events.

Our success stems from living our values. Our employees care about their role in supporting Canadian Armed Forces members, veterans and their families and act with integrity in all they do. Thriving in our close-knit environment, we act as one team with one mission. We constantly seek new ideas and creative ways to deliver the best possible programs and services.

As an employer, we offer a commitment to your health, wellness and growth. We provide a diverse range of roles across many locations and a career where you can make a meaningful impact.

SALARY: 25.32 - 28.45 CAD Per Hour
LOCATION: Riga, Latvia
POSITION TYPE: Temporary Part Time – Up To 26 Hours Per Week

THE ROLE

Under the supervision of the Community Services Manager, the Community Services Provider delivers community-based programs in the areas of child and youth development, parenting support, prevention, support and intervention, family separation and reunion, personal development, and community integration to a range of ages (toddler to adult). While their

intrinsic responsibility will be the hands-on delivery of community outreach and engagement programs, they will also provide administrative support such as research, data entry and compilation, creating presentations and developing reports, internal/external correspondence, mass mailing distribution and follow-up. The ideal candidate will be confident, positive, supportive and highly social as daily interaction with the community is required.

QUALIFICATIONS NEEDED

Education, Certifications and Licenses

Combination of education, training and experience will be considered.

Experience

In teaching, facilitation and/or group training.

In applying policies, procedures, and regulations.

In using software for word-processing, spreadsheets, presentations, databases, email and internet browsing.

Competencies

Client focus, organizational knowledge, communication, innovation, teamwork and leadership.

LANGUAGE REQUIREMENTS

Bilingual (English and French) Essential

Reading: Functional

Writing: Functional

Oral: Functional

BENEFITS AVAILABLE

Health Benefits: Employee and Family Assistance Program and mental health support.

Work Life Balance: Paid/unpaid leave, including vacation pay, family related leave and personal days.

Learning and Development: Payment of professional association memberships, online learning opportunities including a LinkedIn Learning subscription and second language training.

Perks: Discounts provided through CF One Member Appreciation.

OTHER INFORMATION

This is an on-site position with an assigned work location.

This Category I position is open to dependents (Canadian citizens/permanent residents) of serving Canadian military members or Civilian component members accompanying the Force under the NATO SOFA.

All candidates are required to present, along with their resume, proof of their eligibility to work for CFMWS in Europe: mandatory SOFA stamp and any other required documentation, e.g., visa, recognizing their legal status to live and work within the host nation in Europe.

Please note, Canadian dependents who are incoming candidates can apply for this position provided that a copy of a sponsor's posting message or equivalent is included with the application; however, a SOFA stamp will be required prior to any formal offer/commencement of employment.

Reliability Security Clearance Required.

Application deadline: April 9th, 2025 11:59pm Central Berlin Time

START DATE

June 2026

INCLUSION AND ACCOMMODATION

CFMWS is committed to providing an inclusive, equitable and accessible environment, where all employees feel valued, respected and supported. We welcome applications from all qualified candidates who can help us build a workforce that reflects the diversity of Canadian society. If contacted in relation to a job opportunity or assessment, you should advise the recruitment team in a timely fashion of the accommodation measures which must be taken to enable you to be assessed in a fair and equitable manner. Information received relating to accommodation measures will be addressed confidentially.

To apply, scan the QR code which will take you to the application page.



Or click on the following URL: <https://ca01-apply.sabatalentlink.com/apply-app/pages/application-form?jobId=QDCFK026203F3VBQBL0LO8MBD-42517>

To view all opportunities:



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Do not see an opportunity that currently interests you? Visit www.cfmws.ca/careers and apply to our General Application.