



JOB DESCRIPTION	Youth Outreach Assistant Bargaining Unit Position • CUPE LOCAL 5218
LOCATION	Scarborough, ON

WARDEN WOODS COMMUNITY CENTRE

Warden Woods Community Centre (WWCC) is a multi-service agency governed by a local Board of Directors and funded by all three levels of government, the United Way, and other generous partners. The Centre provides over 50 programs and services to over 6000 clients annually out of our main Centre and several satellite locations.

POSITION SUMMARY

Reporting to the Youth Services Coordinator, the Youth Outreach Assistant will be responsible for engaging with young people within the Southwest Scarborough. (either virtually or in person)

To be eligible, students must:

- Be between 18 and 30 years of age at the start of the employment
- Be a Canadian citizen, permanent resident, or person to whom refugee protection has been conferred under the immigration and Refugee Protection Act 3
- Be legally entitled to work in Canada in accordance with relevant provincial/territorial legislation and regulations
- Provide proof that they have received two doses of government approved COVID vaccines and adhere to masking and social distancing guidelines

RESPONSIBILITIES

- Assist with regularly scheduled outreach days in Southwest Scarborough area
- Build meaningful relationships and facilitate peer referrals into the program
- Act as a mentor with youth and ensure regular communication and contact throughout the youth's involvement in the program
- Assisting youth in addressing barriers to employment, food security, educational goals, and other youth development principles
- Assist in organizing, implementing, and facilitating youth related events, and workshops
- Create and distribute outreach materials to youth in Southwest Scarborough
- Assist with administrative duties
- Attend and participate in meetings and training sessions
- Other duties as assigned

QUALIFICATIONS

- Minimum two years' experience working directly with youth from diverse ethno-cultural, socio-economic background, sexual orientation, and gender identities
- Currently enrolled/completed post-secondary education in recreation and Leisure Services, Social Work, Child and Youth Work and/or equivalent would be considered an asset
- Current First Aid and CPR certificate
- Knowledge of youth challenges, resources, and community program for youth in Southwest Scarborough
- Experience in community engagement and outreach to engage youth in programs and services
- Excellent communication skills, leadership, and facilitation skills and program planning skills
- Previous experience facilitating workshops and youth groups

COMPENSATION AND HOURS OF EMPLOYMENT

\$15.00/hour @ 35 hrs/week

Start date: May 16 / End date: August 30, 2022 (15 weeks)

APPLICATIONS

WWCC is an equal opportunity employer committed to gender equality and social inclusion in our workplace. All qualified applications will receive consideration without regard to sex, gender identity, gender expression, sexual orientation, race, ethnic origin, colour, religion, nationality, disability, age, or any other characteristic protected by applicable law. We encourage all qualified persons to apply, particularly Indigenous peoples, persons with disabilities, ethnic minorities, visible minorities, and others who share our values and contribute to fostering an inclusive and diverse workplace. Please notify us as soon as possible of any adaptive measures you might require at any stage of the recruitment process.

This is a bargaining unit position-CUPE 5218

The successful candidate must be fully vaccinated against COVID-19. A police reference check is required prior to commencing employment.

In your cover letter, please ensure that you explain why you would like to work at Warden Woods Community Centre and why you are qualified for the position as tied to the responsibilities listed above. Please submit your cover letter and resume as one file noting "Youth Outreach Assistant" in the subject line to summerjobs@wardenwoods.com

While we thank all who apply, only those selected for interviews will be contacted