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**Position Title: Community Centre Worker – Casual**

**Department:** Community Development & Food Security

**Location:** 40 Teesdale Place, Scarborough, ON

**Warden Woods Community Center**

Warden Woods is non profit charitable organization that has been in operation for over 50 years, with a mission to build caring, compassionate, just, and interdependent communities in southwest Scarborough. We envision our agency to be a place where everyone belongs, everybody is somebody, everybody is challenged to be a part of the solution, we grow and help one another grow, consultation and communication are norms, not exceptions, together we can build and share in a better tomorrow.

**Position Summary**

Reporting to the Manager Community Development & Food Security, the Community Centre Worker is responsible for ensuring the provision of appropriate services to enhance the quality of life and personal wellness for participants of the Teesdale Drop-in program who are homeless and/or at risk of experiencing homelessness.

**Job Responsibilities**

- Assist in providing supportive counselling to participants of the drop-in program.
- Case Management (including referrals) appropriate to the needs of the participants.
- Support participants in their interaction with other community support agencies
- Assist with coordinating programs at the Drop-in.
- Distribute TTC tokens to program participants.
- Assist with supervision of the social activities at the Drop-in.
- Provide support and supervision to volunteers in the program.
- Assist in social programs to enhance the community e.g., various events, workshops, and recreational programs.
- Maintain program statistics.
- Coordinate expenses for the center activities.
- Attends meetings and participates in community outreach initiatives.

**Qualifications:**

- Post secondary education in social service work, community services or social work, commitment to training and skills development.
- 1 to 2 years related experience.
- Specialized Training or experience related to job.

- Competent communication skills – oral and written English
- Knowledge of Microsoft office applications, comfortable using computer
- Valid driver's license (where applicable)
- Ability to work in diverse environments within an anti-oppression, client-centred framework.
- Availability to work evenings and weekends as required by program or agency activities (from time to time as required)

**Compensation:**

- \$21.98 per hour

**Application**

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 applications from BIPOC people, 2SLGBTQIA+ community members, people with disabilities, and members of other equity-deserving groups. Please notify us as soon as possible of any adaptive measures you might require at any stage of the recruitment process.

Warden Woods Community Centre is a unionized workplace and employees are represented by CUPE Local 5218; this is a bargaining unit position.

**A criminal background check is required prior to commencing.**

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 send resume and cover letter via e-mail only to: [careers@wardenwoods.com](mailto:careers@wardenwoods.com) with the subject heading: **Community Support Worker** in the subject line, **no later than March 7<sup>th</sup>, 2025**.

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