
JOB POSTING – Canada Summer Jobs

Environmental Program Coordinator, Full-time for 8-weeks starting June 29, 2026 (3 roles available)

Location: Multiple Warden Woods sites in Scarborough

Hourly Rate: \$18.60/hour

About Warden Woods Community Centre

Warden Woods is a neighbourhood centre, empowering neighbours to work together to meet local challenges and create shared approaches to building community. Since 1970, we have been working collaboratively to support the needs and interests of local communities in Southwest Scarborough through a wide range of programs, including children and youth, seniors and assisted living support, daycare, meal programs, and community development initiatives. We are committed to creating a caring, compassionate, just and interdependent community life for all. Learn more wardenwoods.com.

Position Summary

Reporting to the Community Development Program Manager or designate, the Environmental Program Coordinators will support the planning and delivery of environmental and nature-based programming across multiple Warden Woods sites. This role focuses on helping create greener, more welcoming, and engaging outdoor community spaces through gardening, beautification, environmental projects, and community participation. Environmental Program Coordinators will work collaboratively with children, youth, seniors, shelter residents, families, and other community members to encourage environmental awareness and meaningful outdoor engagement.

This is a great opportunity for youth who enjoy outdoor work, care about the environment, want to build leadership skills and are looking for meaningful summer employment in their own community.

Job Responsibilities

- Support the planning and implementation of environmental and nature-based activities across multiple Warden Woods sites.
- Help organize and facilitate outdoor activities involving children, youth, seniors, families, and shelter residents.
- Assist with gardening projects, planting, watering, seasonal maintenance, and general outdoor initiatives.
- Assist with community clean-up initiatives, recycling awareness, and nature-focused projects.
- Assist with gathering supplies, setup, coordination, and cleanup for outdoor projects and summer events.
- Build positive and respectful relationships with local residents and program participants and encourage community participation in outdoor programming.
- Collaborate with different Warden Woods programs to support environmental and nature engagement across the community centre, drop-in spaces, and shelter sites.
- Respond appropriately to conflicts, incidents, and emergencies as part of the program team.
- Assist with program planning, evaluation, documentation, and reporting.
- Give and receive support from the program team and other Warden Woods staff members.
- Participate meaningfully in meetings, staff training and community events.
- Other duties as assigned.

Qualifications:

- Experience working directly in-person in a community setting.
- Interest in outdoor activities, nature, gardening, environmental activities, and helping keep community spaces clean, green, and welcoming.
- Comfortable working in an intergenerational environment and engaging with diverse community members across different programs and sites.
- Strong communication skills and ability to build positive relationships with community members of different ages and backgrounds.
- Demonstrated ability to bring positive attitude, reliability, and ability to work well as part of a team.
- Demonstrated ability to respond appropriately to incidents as a member of a team in a community-based environment.
- Knowledge of community life in Southwest Scarborough/Warden Woods is a strong asset.
- Understanding of equity, inclusion, and anti-oppressive practices.
- A clear Criminal Reference Check is a condition of employment.

A condition of funding from Service Canada, eligible employee must:

- Be between 15–30 years of age at the start of the funded position.
- Be a Canadian Citizen, permanent resident, or someone to whom Refugee Status has been granted/conferred.
- Have a valid SIN

International students, and those who are here in Canada on a work, youth, or visitor visa/permit are unfortunately not eligible for the program.

Compensation and Hours of Work:

- **Employment type:** Full-time, 8-week contract.
- **Hours:** 35 hours/week; Monday to Friday (weekends as needed). This position will work 7.5 hours between 8am and 8pm, according to program needs.
- **Hourly Rate:** \$18.60
- **Work Location:** in-person at multiple Warden Woods sites in Scarborough including 74 Firvalley Court, 40 Teesdale Place, and 4584 Kingston Road
- **This is a union-exempt (seasonal contract) role as per agreement with CUPE Local 5218. We are a unionized workplace.**

Application Instructions:

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 Black and racialized people, Indigenous peoples, 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.

To apply, please send your cover letter and resume via email to careers@wardenwoods.com with “**Environmental Program Coordinator**” in the subject line, no later than **May 11, 2026**. In your cover letter, please tell us about your experience with Warden Woods neighbourhood, and why you are interested in the role.