

The Neighbourhood Group (TNG) is a multi-service agency that includes Central Neighbourhood House, Neighbourhood Link Support Services and St. Stephen's Community House

JOB OPPORTUNITY

Job# TNG2024-119

POSITION TITLE: Assistant Youth Resource Outreach Worker (Kick Start)	
DEPARTMENT: Children & Youth Services	STATUS: Regular Part-Time, CUPE 7797
# HRS / WEEK: 20	CONTRACT DATE: N/A
REPORT TO: Manager, Children & Youth Programs	HOURLY RATE: \$26.98
EXTERNAL CLOSING DATE: Posted until filled	

GENERAL DESCRIPTION: Kick Start is a safe, fun, afterschool homework, recreation and healthy lifestyle program for children aged 7-12 and youths aged 13-18, in the Taylor Massey Neighbourhood. This position develops and facilitates programs and outreach in order to contribute to the positive health and academic outcomes of participants. This position reports into the Manager, Children & Youth Programs and is part of **CUPE 7797**. Scheduled hours of work are 20 hours per week and will include evenings and may weekends.

MAJOR DUTIES:

- Develop and conduct outreach to engage children and youth and promote wellness, including individuals with disabilities and from diverse communities. (Racial, cultural, financial, sexual orientation, etc.)
- Develop and facilitate age, ability and culturally appropriate activities and workshops promoting healthy lifestyles and choices for participants and their parents.
- Supervise and ensure a safe environment for participants, assist them with homework, facilitate physical fitness activities and maintain the staff to participant ratio as directed.
- Accompany participants to and from organized events and outings.
- Provide information and referral services and act as an advocate for participants and parents on recreation, education, health, housing, pre-employment and other services.
- Promote the programs, events and services of the Agency and create promotional materials as directed.
- Train and supervise students and volunteers. Monitor their placement, complete necessary documentation, and evaluate their performance. In the case of students, maintain contact with their placement supervisors as required.
- Prepare healthy snacks and drinks as per Canada's Food Guide, following safe food handling guidelines.

REQUIREMENTS & QUALIFICATIONS:

- Child and Youth Worker Diploma
- Two or more years of related professional experience working with children aged 7-12 and youths aged 13-18 years. Community development experience preferred.
- Knowledge of Microsoft Office programs, and familiarity with keeping information in a database.
- Valid Food Handler's certificate and First Aid/CPR certificate would be an asset.
- The ability to develop and facilitate workshops and activities for diverse children and youth of all abilities and with physical, sensory or intellectual disabilities.
- Knowledge of and sensitivity to the life experiences and needs of children and youth, and the ability to recruit and to motivate them.
- The ability to work effectively and collaboratively in a team
- The ability and willingness to lead and participate in active play, including water activities.
- Knowledge of the community; its members, businesses, and resources.
- The skill and patience to deal with, resolve and/or refer the concerns, conflicts and issues expressed by clients, staff, volunteers, and others.
- The physical strength, stamina and ability to undertake frequent light to moderate lifting, occasional heavy lifting, and frequent walking, bending, stretching and pulling.

To apply, submit your resume with "TNG2024-119" in the subject line of your email to: careers@tngcs.org