



Job Title: Child & Youth Worker

Position Type: Part-time (13 to 17 hours per week, Monday 2:30 to 5:30 pm. Wednesday and Thursday 3:00 to 8:30 pm, 4 hours, 2 Saturdays per month)

Reports to: Full-time Child and Youth Worker

Education/Experience Requirements:

- Post-secondary diploma or degree related to Recreation or Children and Youth. Have experience coordinating and implementing successful youth programs in a youth setting.

Position Requirements:

- Experience in supporting children, youth and families
- Excellent verbal and written communication
- Familiar with de-escalating techniques
- Proficient in the use of computers (PC & Mac) and applications (Word, Excel, Apple apps, etc.)
- Ability to work with Social Media (video editing/recording for FB, Instagram, YouTube, etc.)
- Be flexible, highly organized and a self-starter
- Be a problem solver and able to work independently with minimal direction
- Experience coordinating and implementing successful special events
- Have knowledge of community resources an asset
- Access to reliable transportation
- Ability to have a flexible work schedule to accommodate special events
- Police Record Check – vulnerable sector

Job Responsibilities:

- Provide participant initiated opportunities for social, educational, and recreational programs for children, youth and their families at the Community Hub and community spaces.
- To provide a safe and positive environment that the children and youth can contribute to and grow from
- To review the programs and provide input into the evaluation of the programs using data collected

WOOLWICH COMMUNITY SERVICES JOB DESCRIPTIONS

- To promote the Community Hub throughout the community including school contacts, posters, media, etc.
- To stay informed in current children/youth issues and events
- Participate in and/or implement training and events to best support children/youth
- To maintain a clean and organized environment, and to ensure all equipment/electronics are in working order
- To work cooperatively with other facility user groups to allow for all program needs to be met
- To communicate effectively with the Full-Time Child and Youth Worker any new or changed information, and/or gaps in services

General Responsibilities:

- To be an active member of the Woolwich Community Services team
- Comply with the mission, vision and values of the WCS
- Comply with all WCS policies and procedures
- Participate fully in agency functions
- Be adequately trained and apply the principals of Trauma-sensitive practice
- To be an active participant in fundraising efforts for the HUB
- Participate in professional development opportunities as they become available
- Complete all program statistics and reports as required
- Obtain and keep current all certification requirements for position
- Support staff in meeting community requests
- Other duties as assigned.

Wages are \$20.62/hour with 4% in lieu of vacation pay

Applications are due by noon on Thursday March 20th, to Kelly Christie, Executive Director, 5 Memorial Ave, Elmira, ON N3B 2P8; fax 519-669-4210; or by email to woolwichcommunityservices@yahoo.com.

Woolwich Community Services (WCS) has a creative part-time career building opportunity for a well-rounded community focused individual. This opportunity will champion the initiatives of our community agency in providing for children, youth and families living in Woolwich Township and immediate surrounding area. WCS offers a supportive, positive work environment that encourages impactful work assisting people where they are in their lives. Staff enjoy having input in program development and professional development opportunities, while having their work-life balance respected. If this excites you come join our team!