



South London Neighbourhood Resource Centre

Summer Youth Development Coordinator (Neighbourhood Support Services / Neighbourhood Community Development / Neighbourhood Youth Services)

Report to: The Summer Youth Development Coordinator will be an employee of the South London Neighbourhood Resource Centre (SLNRC). Day-to-day supervision/consultation will be provided by the Manager of Neighbourhood Community Development-Westminster & Youth Services in the form of formal supervision meetings as well as informal support as requested.

SLNRC is a Neighbourhood Resource Centre with a:

Mission to:

Empower and enrich the neighbourhood in an inclusive environment

Vision to:

Provide opportunities that engage and empower residents to achieve their personal potential and healthy quality of life.

Position overview: The Summer Youth Development Coordinator will begin by planning 'Summer Sensation' then facilitating a day camp. This day camp is for youth ages 11-14 years in the south London area, taking place at South London Neighbourhood Resource Centre. They will supervise and manage Summer Sensation staff and volunteers. They will also support the Youth Supervisor in youth programs and other events as needed.

Commitment:

This position is for 37.5 hours per week that may include working the evenings & weekends, from May 9 to August 20, 2021

Salary range:

\$16/hour

Employee signature: _____

Date: _____

Outcomes:

A. Londoners have access to the supports they need to be successful

2.1 Expected Results: *Decrease the number of London residents experiencing poverty*

Metrics:

2.1a) # individuals report they are able to access relevant services and resources to meet their needs

B. Londoners are engaged and have a sense of belonging in their neighbourhoods

2.1 Expected Results: *Increase the number of meaningful opportunities for residents to be connected in their neighbourhood and community*

Metrics:

2.1a) # children/youth feel socially included

2.1c) # children/youth feel connected/included/engaged in their community

2.2 Expected Results: Increase opportunities for individuals and families

Metrics:

2.2a) # children/youth participated in activities that promote healthy living

2.3 Expected Results: *Increase opportunities for individuals and families*

Metrics:

2.3a) # children/youth who learn how to develop positive social skills

C. Londoners are engaged and have a sense of belonging in their neighbourhoods

3.1 Expected Results: *Increase the number of residents who feel welcomed and included*

Metrics:

3.1b) # of residents who feel more connected to their neighbourhood

3.1c) # of residents who feel welcomed in their neighbourhood

Responsibilities:

- Organize a low cost youth camp for 11-14 year olds, including weekly field trips and outings
- Promotion within the community including area schools
- Creation of an inclusive program where all youth feel welcome, supported and included
- Must keep program to budget and work with finance manager on all expenses
- Full orientation of Summer Sunstation staff and volunteers, including Policies and Procedures training
- Management and supervision of all summer sunstation staff and volunteers of the program, leading by positive example
- Act when conflict arises and handle problems fairly as a mediator of SLNRC.
- Attend weekly staff meetings or staff meetings as organized
- Motivate and encourage youth to engage in activities
- Set up before and clean up after each activity and at the end of each day

- Report to Manager of Community Development Westminster & Youth Services
- Abide by the policies and procedures of the South London Neighbourhood Resource Centre

Qualifications:

- **Must be between the ages of 15-30 years old**
- good organizational, time management and interpersonal skills
- Post Secondary Education in the Human Services Field (SSW, CYC, Recreation, Sociology, etc)
- Capacity to build relationships with youth, community members, and Professionals
- Proven ability to work with diverse and ethnic/cultural backgrounds
- Motivated, self-starter and able to work in a fast-paced environment
- Capacity to work independently as well as within a multidisciplinary team
- Understanding of boundaries between your role and participants
- **Valid G driver's license and access to a reliable vehicle is required**
- **Clearance through a Vulnerable populations police screening process**
- **Proof of double vaccination**
- **Current CPR and First Aid certification (or willingness to obtain at own cost)**
- Responsible, trustworthy, approachable and friendly

To interview for the position please register and attend the Summer Job Fair on May 3rd at 3:30pm at SLNRC, 1119 Jalna Blvd.

“We work together to “empower and enrich the neighbourhood in an inclusive environment.”

Employee signature: _____

Date: _____