

### Internal and External Job Posting

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| <b>POSITION:</b> Youth Worker                       | <b>POSITION STATUS:</b> Regular Part-Time |
| <b>DEPARTMENT(s):</b><br>IRCC-Community Connections | <b>HOURS OF WORK:</b> 0-24 hours per week |
| <b>RATE OF PAY:</b> \$23.00/hr                      | <b># OF POSITIONS:</b> 3                  |
| <b>UNION:</b> Unifor                                | <b>POSTING PERIOD:</b> Ongoing            |

**Scope:** The Youth Worker will assist the Youth Community Connections team to develop strategies and create initiatives to enhance academic success.

#### Responsibilities

- Develop and maintain strong working relationships with individuals as well as with community agencies and resources
- Support youth clients through the process of building meaningful relationships with the community and each other
- Work towards the full and equitable participation of individuals and communities of all origins in Canadian society
- Work towards the elimination of barriers to participation in Canadian society
- Provide academic support in any of the subjects in the high school curriculum such as: English, French, Mathematics, General Sciences grade 9 and 10, Chemistry, Biology, Physics grade 11 and 12, and Arts.
- Write reports on students' progress.
- Working with the team to structure activities where clear and quantifiable results are observed
- Identify clear and measurable outcomes for the project
- Create and prepare project evaluation
- Checking/revising/editing reports, flyers, develop outreach strategy, etc.
- Generate and create reports using database systems
- Communicate and form partnerships with teachers to assist youth to attain goals in of their learning objectives and long-term academic goals.
- Participate in program evaluation process and provide input on the program delivery
- Facilitate referrals and access to appropriate services in the community if needed
- Assist in preparing statistical and progress annual report
- Respond to all program enquiries
- Provide assistance and support to program initiatives as outlined by Program Manager
- Do intake, and information and orientation sessions with youth

#### Client Services:

- Develop and conduct workshops and group sessions to meet clients' needs.

- Provide interpretation and translation to clients as required.
- Facilitate access by providing links between clients and specific settlement needs to available resources in the community, social services, professional services, employment and government programs.
- Identify and suggest information sessions to clients in accordance with their needs.
- Do case advocacy on behalf of clients with institutions, and school boards as needed.
- Do outreach to assess community needs, promote programs in the community and participate in networking and coalition-building with other service providers, agencies, communities, organizations and institutions providing services to clients.
- Maintain client records, program statistics, and reports and provide regular updates to the program manager as required.
- Ensure all record-keeping and evaluation processes are up-to-date and reported to the manager.

**Qualifications:**

- Fluency in another language
- Must be able to tutor in subjects of grade 11 & 12 academic school curriculum.
- Fluency in Music
- Relevant post-secondary education, Bachelor of Education, or Bachelor of Social Work preferred
- Knowledge of online communication platforms, techniques, and tools (e.g. Zoom, OneDrive) with an aptitude and willingness to learn and work with new technologies
- Police clearance for working with vulnerable populations.
- Ability to work effectively in a culturally sensitive environment.
- Ability to conduct presentations, lead workshops and facilitate meetings.
- Computer proficiency in using Microsoft Office Suite.
- Strong ability to work with various databases.

**How to apply:** Please submit your resume and cover letter via email to: [shelley@www.wiw.org](mailto:shelley@www.wiw.org)

W5 welcomes diversity in the workplace and encourages applications from all qualified individuals, including visible minorities, Indigenous People, and persons with disabilities. In accordance with the Accessibility for Ontarians with Disabilities Act (AODA), W5 is committed to accommodating applicants with disabilities throughout the hiring process. At any stage of the hiring process, Human Resources will work with applicants requesting accommodation.