

FOR YOUTH INITIATIVE

Internal & External - Job Posting

POSITION TITLE:	Youth Outreach and Program Support
DETAILS:	Full-time Contract (Temporary 9 Weeks)
REPORTS TO:	Program Managers
SALARY:	\$14.00/hr
START DATE:	May 20 th , 2019
END DATE:	August 30 th , 2019

Organization Description:

For Youth Initiative is a non-profit organization that has served, inspired and advocated for thousands of teens and young adults in York South-Weston since 1995. Our multi-service agency provides year-round programs and services to local youth to meet their needs and empower them to reach their full potential.

Every young person's journey is unique and their needs are too. Our case management model meets young people where they are and helps them get to where they want to be. Our programs and services are designed to support youth to graduate high school, enroll in post-secondary education, gain employment and prepare for adulthood.

Position Summary:

To support youth programs and youth outreach needs at For Youth Initiative.

Main Tasks & Responsibilities:

- Support the development of a Summer outreach strategy with the goals of increasing FYI's community presence and partnerships and recruiting additional participants from diverse social backgrounds for FYI programs;
- Design and create youth-friendly promotional materials;
- Connect with other community and youth organizations in York South Weston and surrounding community;
- Distribute outreach materials to youth in FYI's catchment area York South Weston (TCHC buildings, shelters, community spaces, parks, recreation programs/centers, libraries, the streets, and local businesses);
- Create and implement a social media outreach strategy;
- Use online resources to update FYI participants and other youth about upcoming programs and opportunities;
- Complete forms to report on outreach activities
- Support FYI youth programs;
- Program preparation and clean up;°
- Support staff in planning program activities;
- Facilitate and participate in youth programs as needed;
- Plan & organize weekly community excursions and field trips;

- Perform administrative tasks such as data tracking, reporting, and scheduling;
- Represent FYI at community meetings, events, and forums;
- Research and share information about community events and workshops that youth from FYI can attend;
- Stay up to date on community and social issues relevant to youth & to youth workers (i.e. new government bills or policies, critical incidents/violence in the community, youth justice);
- Support various programs at FYI as needed;
- Other duties as assigned.

Required Qualifications:

To be eligible, students must meet ALL criteria:

- be between 15 and 30 years of age at the start of the employment;
- be a Canadian citizen, permanent resident, or person to whom refugee protection has been conferred under the *Immigration and Refugee Protection Act*2; and,
- be legally entitled to work in Canada in accordance with relevant provincial or territorial legislation and regulations.

How to Apply:

Please send your resume and three professional or character references within one document in MS Word or PDF format by mail or e-mail to:

ATTENTION: Hiring Committee
For Youth Initiative
1652 Keele Street
Toronto, Ontario M6M 3W3
Email: hr@foryouth.ca

For Youth Initiative is committed to employment equity initiatives. We encourage residents of York- South Weston and surrounding communities and members of youth, ethno-racial, aboriginal, immigrant, francophone, refugee, LGBT and disabled community groups to apply and self-identify.

If accommodation is required during the hiring process, please advise at the time of application or contact the HR Manager. If you are selected, you will receive the HR Manager's contact info.

NO PHONE CALLS PLEASE