

*The Neighbourhood Group (TNG) is a multi-service agency that includes Central Neighbourhood House and Neighbourhood Link Support Services.*

## JOB OPPORTUNITY

**Job #TNG2019-15**

### **Contract PT Assistant Youth Resource Outreach Worker**

**GENERAL DESCRIPTION:** To assist in the development and delivery of programming and outreach services for the NLSS children and youth programs and in order to contribute to the positive health and academic outcomes of its' participants. The Children and Youth department offers recreational and healthy lifestyle programs for children aged 7-12 and youth aged 13-18, providing participants with a safe, positive place to meet, interact and do homework. This position reports to the Manager, Children and Youth Programs, TNG.

#### **MAJOR DUTIES:**

1. Promote and conduct outreach, as well as participate in community outreach activities to engage children and youth in the Taylor Massey priority neighbourhood to promote child and youth wellness; including children and youth with disabilities and from diverse communities. (Aboriginal, racial, cultural, sexual orientation, etc.)
2. Assist the team in the development and facilitation of age and culturally appropriate program activities and workshops promoting healthy lifestyles and choices for participants of the children and youth program and their parents.
3. Supervise and ensure a safe environment for participants, assist them with homework, facilitate physical fitness programs and maintain the staff to participant ratio as directed.
4. Accompany participants to and from organized events and outings.
5. Provide general information and referral services and assist in advocating for participants and parents on recreation, education, health, housing, pre-employment and other services.
6. Promote the programs, events and services of The Neighbourhood Group.
7. Assist in the recruitment and training of volunteers in mentoring and assisting children and youth with schoolwork, healthy lifestyle choices and physical activities.
8. Prepare healthy snacks and drinks as per Canada's Food Guide, following safe food handling guidelines.

#### **REQUIREMENTS & QUALIFICATIONS:**

- Child and Youth Worker Diploma.
- One or more years of related professional experience working with children aged 7-12 and youth aged 13-18.
- A basic knowledge of computer software, MS Office (WORD, Excel, Outlook), and familiar with databases.
- Knowledge of and sensitivity to the life experiences and needs of the child and youth communities combined with previous community development experience.
- Food handling certification would be an asset.
- First Aid and CPR certification would be an asset.
- The ability to facilitate program activities and workshops for children and youth at all levels of athletic ability and for those with physical, sensory or intellectual disabilities.
- The ability to work effectively with members of diverse communities.
- 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 willingness and flexibility to alter work schedules and regular duties to accommodate uncommon needs of the department and/or the agency.
- Preparedness to experience occasional exposure to filth and contagious disease, as well as irate and abusive persons.
- The physical strength, stamina and ability to undertake frequent light to moderate lifting, occasional heavy lifting, and frequent walking, bending, stretching and pulling.
- Training in High Five's "Principles of Healthy Child Development."

**For a complete job description please contact Human Resources**

**Terms:** This is a contract part-time bargaining unit position

**Pay Rate:** **Start Rate: \$18.65/ hour Job Rate: \$21.13/ hour**

**Hours of work:** 17 hours per week, will include evenings and occasional weekends

**Contract Dates:** asap-August 30,2020

**Posting Date: Aug 26, 2019 Internal Closing: Sept 1, 2019 External Closing: Sept 3, 2019**

**To apply, submit your resume and cover letter with "TNG2019-15" in the subject line of your email or fax to Human Resources, Neighbourhood Link Support Services, 3036 Danforth Ave, ON M4C 1N2**

**E-mail: [tcandido@tngcs.org](mailto:tcandido@tngcs.org) Fax: 416 691-8466**

TNG is committed to reflecting the communities we serve and to nurturing a respectful and inclusive work environment for all. We encourage qualified applicants of all ages, races, colours, ethnic origins, religions, abilities, gender identities and sexual orientations to apply. Candidates invited for an interview are encouraged to inform Human Resources in confidence of their accommodation requirements