



May 30, 2023

**Internal/External Posting #YS11-23-04
Indigenous Youth C.R.E.W. Summer Leader
Full-Time, Term Certain**

Collingwood Neighbourhood House (CNH) is a not-for-profit Society serving the Renfrew-Collingwood neighbourhood of East Vancouver. CNH's mandate is to promote the well-being of the Renfrew-Collingwood community by providing leadership and working collaboratively with individuals, families, agencies and other groups to develop and support inclusive, innovative, sustainable initiatives and services that respond to the community's social, educational, economic, health, cultural and recreational needs.

CNH YOUTH SERVICES SUMMER JOBS POOL

Please note that CNH Youth Services has four (4) summer positions available: Summer Youth Drop-In Leader, Summer Youth Drop-In Junior Leader, Indigenous Youth C.R.E.W. Summer Leader and Peer to Peer Summer Program Leader. Applicants to any of these positions may be offered interviews for the other positions in this pool if their skills and experience fit the required job responsibilities.

PROGRAM OVERVIEW

The Indigenous Youth Culture, Recreation, Education and Work Program (C.R.E.W.) offers Indigenous youth aged 10-24 opportunities to participate in supportive social activities and cultural exploration. The program offers outdoor activities, canoe and water safety skills, leadership experience, increased cultural knowledge, and opportunities to socialize with Indigenous youth and adult role models. The C.R.E.W. Summer Leader will be responsible for supporting staff with the development, organization, implementation, and leadership of this program throughout the summer.

JOB RESPONSIBILITIES

- Assist the C.R.E.W. Program Coordinator in planning, organizing and implementing weekly program activities
- Provide opportunities for Indigenous youth to plan, lead and/or participate in community events
- Work collaboratively as part of the Youth Services Team and support the work of volunteers and co-workers
- Develop promotional and informational material to communicate to participants and parents
- Understand and follow health and safety recommendations to ensure a safe environment for the program
- Manage data entry for attendance, program summaries as required by project funders for program evaluation
- Organize, clean and maintain equipment, program space and office space
- Develop activities that promote positive physical and mental health, creativity, and pro-social behaviors
- Other duties as assigned by the C.R.E.W. Program Coordinator

LEVEL OF EDUCATION

Secondary or post-secondary education with an interest in youth and social work, recreation, counselling, and/or educational studies

PREFERRED QUALIFICATIONS AND ASSETS

- Strong understanding and experience of Indigenous culture and practices
- Previous experience in leading and planning youth focused programming and workshops
- Strong interpersonal and leadership skills
- Comfort and/or experience with outdoor recreational activities such as canoeing, hiking and camping
- Organizational and time management skills
- Ability to work independently and as part of a team

- Knowledge of community resources and services in Renfrew-Collingwood

ELIGIBILITY

This position is funded through the Canada Summer Jobs Program and applicants must meet the specific eligibility.

- Applicant must be between 15 and 30 years of age at the start of the employment
- Applicant must be a Canadian citizen, permanent resident, or person to whom refugee protection has been conferred under the Immigration and Refugee Protection Act for the duration of the employment (International students are not eligible participants)
- Have a valid Social Insurance Number at the start of employment and be legally entitled to work in Canada
- As per the CNH Mandatory COVID-19 Vaccination Policy, you must be fully vaccinated against COVID-19
- Staff must have a valid first aid certificate before starting their work
- Cleared Criminal Record Search

JOB DETAILS

- **Salary:** \$18.73/hour
- **Term:** June 19, 2023 – September 2, 2023 (11 weeks)
- **Schedule:** 30 hours/week, Tuesday-Saturday, mainly between the hours of 2:30pm-9:30pm
- **Location:** Collingwood Neighbourhood House

APPLICATION PROCESS

Applicants must be legally entitled to work in Canada. If you are not currently authorized to work in Canada, CNH will not consider your job application. As per the Collingwood Neighbourhood House Human Resources Policies and Procedures, all factors being equal, first priority will be given to qualified local and internal applicants. We encourage applicants with lived experience of structural inequity to apply, and in particular those who identify as Black, Indigenous, People of Colour, LGBTQ2IA+, and those living with a visible or invisible disability.

SUBMIT YOUR RESUME AND COVER LETTER TO:

Sanjeev Karwal

Director of Youth Services
Collingwood Neighbourhood House
5288 Joyce Street, Vancouver, BC
Email: skarwal@cnh.bc.ca

PLEASE QUOTE REFERENCE #YS11-23-04

Closing Date: Thursday, June 8, 2023

We thank all individuals who apply for this position and will be contacting shortlisted candidates directly. No phone calls please.