



Frog Hollow

NEIGHBOURHOOD HOUSE | SINCE 1968

www.froghollow.bc.ca

2131 Renfrew Street
Vancouver, BC V5M 4M5

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E: contact@froghollow.bc.ca

Youth Programmer – BASE and YAC programs

The Youth Programmer works with a driven and creative Youth Services team to support youth in the BASE (Building a Safer Environment) program at Vancouver Technical Secondary School, and the Youth Advisory Committee at Frog Hollow Neighbourhood House. The Youth Programmer is responsible for supporting the planning and facilitation of these programs. This position requires a combination of in-person work at Vancouver Technical Secondary School, Frog Hollow Neighbourhood House, and in the community. There is an opportunity for some remote work if all program needs are met. This is a Term position with 6% of the wage paid in lieu of vacation time.

Position:	Youth Programmer
Hours:	Approximately 32 hours per week (note, this position can be split into two roles if candidates apply seeking part time work)
Starting Wage:	ANHBC Band P4 - \$22.90-25.38/hour
Contract Date:	ASAP – June 2023 (with possibility of extension)

Duties and Responsibilities:

- Plan, prepare and facilitate BASE program in collaboration with Vancouver School Board (VSB) staff and community partners
- Recruit students through collaborative communications with Vancouver Technical School staff and community partners
- Plan, prepare and facilitate the Youth Advisory Committee, which engages youth on a volunteer basis to advise and lead events and projects for the community
- Support the work of, and collaborate with, the Youth Services team to ensure smooth implementation and operations
- Plan for and purchase program supplies and food in accordance with a grant budget
- Collect and record required forms, information, and reporting data as required
- Provide on-site supervision ensuring programming is operating at the highest standard of quality (i.e., all safety protocols are adhered to, programs are engaging and inclusive, program goals are met, etc.)
- Participate in regular staff meetings and staff training
- Provide a physically and emotionally safe environment for all program participants, staff and volunteers
- Additional duties as assigned by supervisor

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Qualifications:

- Pursuing post-secondary education in child and youth work, recreation, social work, or similar discipline, or equivalent combination of education and experience. East Vancouver high school graduates encouraged to apply.
- 1+ year of experience working with youth ages 13-30
- Experience working directly with youth from diverse racial, ethnic, and socioeconomic backgrounds
- Passion for youth engagement and community development
- Excellent workshop facilitation skills
- Demonstrated skills in outreach, program planning, implementation and evaluation
- Broad knowledge of community resources available for youth, and working relationships with local youth service providers and grassroots organizations
- Current First Aid and CPR certification or willingness to obtain
- Second Language is an asset

Please quote “Youth Programmer – BASE and YAC” in the email subject, and indicate if you are interested in one or both programs, and submit a resume and cover letter in one pdf to Rosie Forth, Acting Director of Youth Services & Communications at rosie@froghollow.bc.ca.

Applications will be accepted on a rolling basis until the position is filled.

Only short-listed candidates will be contacted.

The Association of Neighbourhood Houses of BC (ANHBC) is an equal opportunity employer. Our work is centered on inclusion and equity, to build social connection and to break down discrimination through community building. We strongly encourage applications from people who identify as Black, Indigenous, and People of Colour (BIPOC), individuals with disabilities, and members of the LGBTQIA2S+ communities.



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