



# Frog Hollow

NEIGHBOURHOOD HOUSE | SINCE 1968

[www.froghollow.bc.ca](http://www.froghollow.bc.ca)

2131 Renfrew Street  
Vancouver, BC V5M 4M5

T: 604.251.1225

F: 604.254.3764

E: [contact@froghollow.bc.ca](mailto:contact@froghollow.bc.ca)

## Youth Programmer – Youth Skills

The Youth Programmer works with a driven and creative Youth Services team to develop and facilitate workshops, and support youth in the Youth Skills program at Frog Hollow Neighbourhood House. Youth Skills is a leadership and community engagement program for BIPOC youth aged 15-30 living in East Vancouver. This program is designed to fill gaps in life skills and leadership training, community service, and create a space for youth to connect with others experiencing similar life experiences. The program consists of ten 2 hour workshops and tailored support for youth to complete up to 120 hours of volunteer service. The next cohort begins in early 2024. This position requires a combination of in-person work at Frog Hollow Neighbourhood House and Drive Youth Employment Services, with the option of remote work once the candidate is onboarded. Some evening work is required. This is a Short Term position with 4% in lieu of vacation time.

<b>Position:</b>	Youth Programmer – Youth Skills
<b>Hours:</b>	Approximately 20 hours per week
<b>Starting Wage:</b>	ANHBC Band P4 - \$22.90-25.38/hour
<b>Contract Date:</b>	ASAP – April 2023 (with possibility of extension)

### Duties and Responsibilities:

- Plan, prepare and facilitate Youth Skills program in collaboration with community partners, guest speakers, and Youth Services Coordinator
- Promote the program within the community and on social media and recruit BIPOC youth aged 15-30
- 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 the program budget
- Collect and record required forms, information, and data for reporting as required
- Ensure safety protocols are adhered to, programs are engaging, accessible, and inclusive, and that program goals are met
- Participate in regular staff meetings and staff training
- Provide a physically and emotionally safe environment for all program participants, staff and volunteers
- Support operations at Drive Youth Employment Services, Frog Hollow's youth satellite office, including staffing our resource room which supports youth with employment services and promotes Frog Hollow's youth programs
- Additional duties as assigned by supervisor

*Creating Our Community Together*



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## Qualifications:

- Post-secondary education in child and youth work, recreation, social work, or similar discipline, or equivalent combination of education and experience
- At least 2 years of experience working with youth ages 15-30
- Experience working directly with youth from diverse racial, ethnic, and socioeconomic backgrounds, including disabled and LGBTQ2S+ youth
- 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 but not required

***Please quote “Youth Programmer – Youth Skills” in the email subject and submit a resume and cover letter in one pdf to***

*Rosie Forth, Acting Director of Youth Services & Communications at [rosie@froghollow.bc.ca](mailto: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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