

## JOB POSTING

<b>Job Title:</b>	<b>Child &amp; Youth Programmer – UWBC School’s Out Program</b>
<b>Job Details:</b>	<b>Term Position – ASAP until June 28, 2024, with possibility of extension.</b> Feb 1 – June 28, 2024 – Part-Time -16 hours/week Possibility of extension dependent upon funding for summer & fall programming.
<b>Salary Band:</b>	ANHBC Salary Grid - Band P4 Step 1 - \$22.90
<b>Reports To:</b>	School’s Out Coordinator

### **Purpose:**

In collaboration with the School’s Out Coordinator, colleagues and community partners, the Child & Youth Programmer will work to develop and implement the UWBC School’s Out Program at 2 local Surrey schools & other youth programs as directed. The Child and Youth Programmer will support children and youth to build their social emotional resilience, communication skills, self esteem and civic engagement. They will also work with the children and youth to develop activities that inspire, challenge, encourage them to grow and build a spirit of community.

### **Key Duties and Responsibilities:**

- Plan, implement, run and evaluate activities and programs for the United Way BC’s School’s Out Program
- Support children and youth with building their social emotional resilience, communication skills, self-esteem, and civic engagement.
- Working collaboratively with children & youth to develop activities that will inspire, challenge, and allow them to grow as individuals. Honor the wisdom of youth, by valuing and implementing their input.
- Work collaboratively with colleagues and community partners to ensure the safety and well-being of children and youth in their care.
- Support team with administrative needs, including acquiring materials, guest facilitators, and community engagement activities.
- The role will support direct service, supporting day to day program activities, as well as ensuring a vibrant, inclusive, and caring environment for program participants.

### **Qualifications:**

- At least 2 years experience working with vulnerable children and their families.
- At least 2 years experience working with school age and youth in a social recreational setting.
- Child and Youth certification, or undergraduate education in relevant discipline (eg. Child and youth care, counseling, social work, early childhood development, etc.) or equivalent education and experience
- Broad knowledge/skills in: child development, behavioral management, program development, group facilitation, parent education, and program planning
- Experience working with school staff (Principal, Teachers, and Admin teams) and other community service providers and ability to form strong working partnerships
- Demonstrated ability to comply with policies and procedures regarding privacy, confidentiality, record keeping, and reporting

- Knowledge of community resources available in Surrey and White Rock for children, youth and families, best practices for provision of family services and applicable legislation pertaining to the care of children and youth.
- Additional languages an asset
- Current First Aid, CPR, and Food Safe certification.
- Class IV driver's license.
- Use of personal vehicle, including some client transportation (AH mileage paid), business use insurance required
- Clean Police Information Check

### **Skills & Qualities**

- Excellent interpersonal communication skills, especially listening skills
- Excellent written communication skills.
- Willingness and ability to work independently and as a member of a team, including external partners.
- Creativity, initiative, flexibility/ability to work with/adapt in a changing environment and sense of humor
- Understanding of and commitment to an assets/strength based service/program delivery model for working with families, youth and children
- Appropriate personal and professional boundaries, commitment to ethical service standards and ability to maintain confidentiality.
- Ability to maintain an unbiased attitude towards clients and their situations
- Ability to respect and work with a diverse range of employees, clients, and community members including children, youth and families of all races, all religions, all cultures, all sexual orientations, all abilities and all economic levels.
- Ability to work flexible and "on call" hours.

**Organizational Responsibilities:** Reports to the School's Out Coordinator, or as directed.

**Supervisory Responsibilities:** This position may supervise volunteers and/or practicum students.

**Terms:** This is a term position February 1 – June 28, 2024 Part time (16 hours/week).

If funding renewed for Summer schedule would be - Full time (35 hours/week) July 1 – August 31, 2024.

Please note: There may be an opportunity for regular part-time work, subject to funding.

Evenings and weekend hours may be required.

**Salary:** \$22.90/hour Band P4 Step 1 on the ANHBC Salary Grid.

Association of Neighborhood Houses of BC (ANHBC) is an equal opportunity employer.

We place a high value on diversity and encourage qualified individuals from all backgrounds and identities to consider applying for the position.

Our total compensation and benefits package reflects our commitment to our staff and their family.

For more information about Alex House visit [www.alexhouse.net](http://www.alexhouse.net)

and ANHBC, visit [www.anhbc.org](http://www.anhbc.org)

We thank and acknowledge all applicants and will proactively contact those selected for interviews.

ANHBC Member Houses: Alex House, Cedar Cottage, Frog Hollow, Gordon, Kits, Marpole, Mount Pleasant, South Vancouver, and Sasamat Outdoor Center

Alex House operates on the stolen and occupied land of the Semiahma, (Semiahmoo Nation) q̓ičəy̓ (Katzie), and q'wa:ḥ'əḥ (Kwantlen)