

August 17, 2017

Internal/External Job Posting:

Program Worker, Children & Youth Services

Permanent full-time contract

Posting Number: 2017-015

Davenport-Perth

Neighbourhood and Community Health Centre



Davenport-Perth Neighbourhood and Community Health Centre (DPNCHC) is a multi-service community agency providing programs and services from early years to adults and primary health care to a diverse range of participants with a community development and health promotion perspective. The Program Worker will develop, implement, evaluate and promote projects and related activities and events for participants of diverse cultures aged 6-24, with a focus on children 6-12 years of age, and youth 13 – 18 years of age. The Program Worker will work with the participants, their families, DPNCHC's staff and other community agencies and residents to collectively address issues related to youth within the context of DPNCHC's philosophy and mission statement.

Abbreviated Responsibilities:

- Facilitate programs for young people within a community development and health promotion framework
- Participate in a constructive, collaborative and cooperative manner within the staff team in the planning and implementation of program activities and events
- Supervise volunteers, student placements and provide direction and support to job placement trainees connected to the Children & Youth Services Department
- Assist with the planning, development, implementation, assessments and evaluations of relevant services for young people
- Provide support, information and referrals to Children & Youth Services' participants and their families
- Facilitate participant and community involvement related to planning, evaluation and volunteering
- Ensure timely preparation of information and statistics for written reports as required
- Facilitate meetings of relevant staff, student or volunteers of youth projects
- Assist in maintaining effective contact with all service and community partners
- Represent DPNCHC in relevant networks and committee meetings

Minimum Qualifications:

- Minimum 2 years of post-secondary education or equivalent experience in child and youth work, social work, education, or related field
- Minimum 2 years of experience with program planning, implementation, evaluation and providing information and referrals for culturally diverse young people (ages 6-24) in a community based setting
- Demonstrated skills in: program implementation, evaluation, group facilitation & working with community partners
- Knowledge of issues affecting young people and relevant services and community organizations
- Ability to effectively monitor program activity budgets/spending
- Experience working with and leading volunteers and student placements
- Demonstrated commitment to social justice, children and youth issues, and cultural competency
- Knowledge of and commitment to community development and health promotion
- Ability to work evenings and occasional weekends
- Demonstrated ability to function in a leadership capacity in a team setting
- Demonstrated organizational and time management skills
- Good English skills (written and oral)
- Ability to speak a second language is an asset
- Knowledge of DPNCHC, it's catchment area and relevant services and groups within the community

Salary range: \$37,234 - \$40,621 per annum, plus extended health benefits. **This position is part of the bargaining unit**

Start Date: October 2, 2017

Submit resume and cover letter to: Posting No. 2017-015 to hire@dpnchc.ca or mail to
1900 Davenport Road, Toronto, ON M6N 1B7.

Due Dates: Internal Applicants: 5 pm, 28 August 2017. External Applicants: 5 pm 31 August 2017.

Davenport-Perth Neighbourhood and Community Health Centre encourages applications from candidates, whose background is diverse in terms of culture, race, language, religion, class, gender /sexual orientation, including those who may need accommodation. As a condition of employment, all prospective employees will be required to undertake a Vulnerable Sector Screening with Police Services. Only applicants selected for interviews will be contacted. No phone calls please. DPNCHC is a perfume free environment.



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