

May 2, 2018
Internal /External Job Posting
1 Youth Program Assistant - Mural Xpress Arts
(35 hrs per week; summer contract)
Posting No. 2018-009

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 within a community development and health promotion perspective. **The Youth Program Assistant-MuralXpress Arts** will work with the Children & Youth Services staff and assist in the development, planning, implementation and evaluation of a community-based youth leadership initiative that facilitates the design and production of art projects and murals with a range of participants at sites throughout the community.

Abbreviated Responsibilities:

- Participate in a constructive, collaborative and cooperative manner within the staff team in the planning and implementation of project activities including mural art/design/production, and facilitation of community projects
- Plan and implement community outreach, marketing, and customer service
- Maintain cooperative team interaction and collaborative decision-making processes
- Purchase and maintain supplies and equipment and attend to the maintenance of project site (health and safety, organization, cleanliness)
- Prepare and maintain required files and records (time sheets, work plans, contracts, etc.)
- Attend and actively participate in staff training, team meetings and project and team evaluations
- Assist in providing direction and support to youth assistants and other volunteers.

Qualifications:

- Due to funder requirements applicants must be between 15 – 30 years of age at the start of employment; have been registered as full-time students in the previous academic year and intend to return to school on a full-time basis in the next academic year; be a Canadian citizen, permanent resident, or a person to whom refugee status has been conferred
- Minimum 1 year work or volunteer experience planning and facilitating activities for children and/or youth
- Demonstrated ability to work effectively as a part of a team and independently; must be creative, enthusiastic and energetic
- Minimum 1 year of education, training or equivalent experience in the Visual Arts (drawing, painting, design, etc.)
- Demonstrated facilitation, organizational and time management skills
- Good English skills (written and oral)
- Experience with, or knowledge of, mural design and production
- Volunteer or work experience facilitating arts activities with children/youth is an asset
- Skills in marketing, public relations and Computer/graphic design are an asset
- Interest in acquiring skills related to community development and youth engagement
- Ability to speak a second language is an asset (Portuguese, Spanish or other is an asset)
- Living in the Davenport-Perth Neighbourhood and CHC's catchment is an asset.

Salary: \$16.00 per hour plus statutory benefits. This position is not part of the bargaining unit.

Contract/Hours: June 25 – August 17, 2018; Monday to Friday (35 hours per week)

Submit resume & cover letter, including in subject line: **Posting No. 2018-009** to hire@dpnchc.ca or mail to 1900 Davenport Rd, Toronto, ON M6N 1B7.

Due Dates: Internal Applicants: 5 pm, May 10, 2018. External Applicants: 5 pm, May 15, 2018.

Davenport-Perth Neighbourhood and Community Health Centre encourages applications from candidates, whose background is diverse in terms of culture, race, language, religion, class and gender /sexual orientation. Reasonable accommodation or any other special needs will be provided in all parts of the hiring process. If you require any accommodation, please advise Human Resources. 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.