

## YOUTH PROGRAM COORDINATOR (Full-time, temporary)

The University Neighbourhoods Association (UNA) is a not-for-profit organization that provides municipal-like services to approximately 15,000 residents who live in the University of British Columbia's Point Grey campus. The UNA offers recreational services such as arts, fitness, music, educational and social programs and events for all age groups at the Old Barn and Wesbrook Community Centres.

Under the general supervision of the Programming and Events, Assistant Manager of Recreation, the Youth Program Coordinator plays a pivotal role in developing and implementing youth programs that foster personal growth, community engagement and social well-being. Funded partially by UTown (UBC), the Youth Program Coordinator will be immersed in the youth population creating outreach activities, programs and interventions that connect youth with mentors and formal/informal supports. This position will collaborate with community stakeholders to design and implement innovative youth programs and partnerships that align with the UNA objectives ensuring they promote safety and inclusivity.

### About the role:

- Recruits, selects, trains, monitors and schedules staff/volunteers and partner organizations/community groups within their authority.
- Recruits and liaises with partner organizations/community groups.
- Provides guidance, mentorship, and support to youth, helping them develop essential life skills and make positive life choices.
- Assists with development of program goals, fosters meaningful connections with youth, ensuring their voices are heard and needs are addressed in program planning and delivery.
- Develops, initiates, and implements programs within guidelines approved by the Assistant Manager of Recreation – Programs & Events.
- Assists with the planning and implementing of special events and/or projects.
- This is an annual contract position, renewed annually from April 1 – March 31.
- Mon – Fri afternoon and weekends. \*Ability to work a variety of shifts, including evenings and weekends as operationally required.

### About you:

- Degree or Diploma in Child & Youth Care, Social work, or a related area from a recognized post-secondary institution with a minimum of two years experience in a related field, or a two-year diploma with an additional four years' experience.
- Extensive knowledge and understanding of youth services, community resources and opportunities for youth.
- Experience working with youth in a community setting and knowledge/awareness of at-risk populations and diverse cultures.
- Experience in designing community centre programming.
- Current Emergency First Aid and CPR C/AED certification is required.
- CLASS 4 unrestricted BC drivers' licence is a benefit.
- Knowledge of registration-based systems Xplor Recreation or ActiveNet is an asset.

**Salary range:** \$45,000 - \$50,000

**Application deadline:** April 1, 2024 or until position is filled

**Tentative Start Date:** Apr 22, 2024

Please email resume and cover letter to [josie.chow@myuna.ca](mailto:josie.chow@myuna.ca)

### University Neighbourhoods Association

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For more information on the UNA, and to view the detailed job description visit [myuna.ca/careers](http://myuna.ca/careers).  
We appreciate all applications; however, only short-listed candidates will be contacted for an interview.