



கனடிய தமிழ் இளையோர் முன்னேற்ற நிலையம்

CANADIAN TAMIL YOUTH DEVELOPMENT CENTRE

Breaking the Barriers, Building the Future

Job Posting

Youth Outreach Worker Position

Job title: Full-Time Male Youth Outreach Worker Position

The Youth Outreach Worker will be working with students in high schools and youth from the community to offer regular drop-in program, deliver workshops, facilitate youth projects at various levels, provide mentorship to the youth, and carry out related administrative duties.

Experience/ Education:

The Youth Outreach Worker must have a sound knowledge of CanTYD's mandate, organizational structure, and the community. He should have a clear understanding of Toronto Tamil youth and their related issues. He should be organized, have excellent time management skills and be able to manage small databases using excel spreadsheets.

Responsibilities:

- Works with the Program Coordinator; develops, implements and evaluates youth activities and programs
- Provides one-on-one mentoring and maintains a detailed and confidential record of client information as necessary
- Provides detailed reports and statistics monthly and as required
- Develop strategies to recruit youth participants, volunteers and mentors
- Works one-one-one with parents/families of at-risk youth to provide working solutions for issues that at-risk youth encounter
- Reaches out and encourages youth to attend CanTYD hosted programs and events
- Facilitates delivery of informational and skill building workshops for youth and parents
- Encourages and assists the initiatives taken by the youth
- Organizes recreational activities for the youth
- Facilitates drop-in programs at the school, CanTYD office and other community sites
- Compiles monthly reports which includes statistics, and program updates
- Compiles research on needs of at-risk youth on monthly basis

Qualifications:

- Good understanding of issues faced by Canadian Tamil youth in GTA
- Ability to interact with youth informally, while continuing to maintain a level of professionalism
- Excellent interpersonal, organizational and conflict resolution skills
- Awareness of settlement issues within a new immigrant community
- Fluency in Tamil is an asset
- Culturally sensitive and aware of issues in Sri Lanka
- Ability to work with minimum supervision
- Access to computer and internet is a must
- Valid license and car is an asset

Hours of work: MUST be able to work 37.5 hours per week. He needs to be available three days a week from 10am-6pm and be flexible to work weekends for special events and workshops.

Remuneration: To be discussed. There will be a three-month probationary period, followed by a performance review, upon which the contract will be extended for the rest of the academic year. Further renewal will be based on staff performance and funding.

Application: A copy of your resume and names of two referees who are able to comment on your professional abilities need to be sent. For each of the referees, provide his/her name, title, position, address, and telephone number so that we may contact them directly. Please send resume to hr@cantyd.org.

The above documents must be sent to us through email (in MS word format) and received by February 1, 2012.

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Telephone: 416 431 4100, Fax: 416 431 4150, Web: www.cantyd.org, E-mail: info@cantyd.org

CanTYD is an equal opportunity employer. We thank all applicants but only those selected for an interview will be contacted.