



கனடிய தமிழ் இளையோர் முன்னேற்ற நிலையம்

CANADIAN TAMIL YOUTH DEVELOPMENT CENTRE

Breaking the Barriers, Building the Future

Job Posting

Part-time Female Youth Outreach Worker

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Job title: Part-time Youth Outreach Worker

The Youth Outreach Worker (YOW) will be working under the Selvy's Circle Program, which is a girls program that engages female students in high school. It will be the responsibility of the YOW to deliver workshops, facilitate youth projects at various levels, provide mentorship to the youth, and carry out related administrative duties. The YOW will also be responsible for maintaining professional relationships with school administration, parents, and partner organizations.

Experience/ Education:

The Youth Outreach Worker must have a sound knowledge of CanTYD's mandate, organizational structure, and the community. She should have a clear understanding of Toronto Tamil youth and their related issues. She 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
- Facilitates Selvy's Circle drop-ins at the school, CanTYD office, and community sites
- Supervise recreational programs on weekday evenings
- Provides detailed reports and statistics monthly and as required
- 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 excursions for youth

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
- Must be able to communicate in Tamil
- 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

Remuneration: 10-12 hours per week at \$13.00 - \$15.00/hour. 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.

Hours of work: YOW needs to be flexible to work weekends for special events and workshops.

Application: A copy of your resume and names of two referees who are able to comment on your professional abilities. Please send all documents to hr@cantyd.org.

The above documents must be sent to us through email (in MS word format) or fax and received by February 10, 2012.

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