

Outreach Coordinator Trainee Needed - One Year Contract - Full-Time

Youth Assisting Youth (YAY) is seeking an Indigenous/First Nations individual who is a self-starter with initiative who enjoys working in a fast-paced environment. As an Outreach Coordinator, you will use your superior communication and networking skills to build successful partnerships with community organizations in the GTA and York Region to significantly increase the overall number of Newcomer children referred to the agency's Peer Mentoring Program,

PLEASE NOTE: APPLICANTS MUST BE REGISTERED AND WORKING WITH AN EMPLOYMENT COUNSELLOR AT MIZIWE BIIK ABORIGINAL EMPLOYMENT AND TRAINING IN ORDER TO QUALIFY FOR THIS POSITION

RESPONSIBILITIES:

- The primary responsibility will be to significantly increase the overall number of Newcomer children referred to the agency's One to One Peer Mentoring program in order that waiting volunteers can be quickly matched. Secondary to this is to increase the number of suitable volunteers for the waiting pre-match children in Toronto and York Region in order that these children can be quickly matched
- Actively network with newcomer service organizations in the community to facilitate referrals of children where there are existing volunteers
- Develop long-lasting links with ethno-specific groups who have a high population of newcomers for the purpose of promoting YAY's services, building new partnerships and generating new client referrals
- Facilitate community and school outreach presentations and engage in communication with parents, parent groups and organizations with a strong focus on newcomer communities
- Develop and execute a proactive newcomer children referral and volunteer recruitment strategy

PREFERENCE WILL BE GIVEN TO CANDIDATES WHO HAVE:

- Qualified as Indigenous or First Nations and are registered with Miziwe Biik Aboriginal & Employment and Training
- Post-secondary education in Community Services / Community Outreach and/or equivalent work experience in child and youth services
- A demonstrated knowledge of community outreach and newcomer services organizations and knowledge of issues related to New Canadians
- Able to work some evenings and occasional weekends
- Demonstrate Proficiency in Microsoft Office applications; including Word, Outlook, Excel, Google, database management, social media, etc.
- Have a current First Aid and CPR certificate or is willing to get same
- Willing to submit to a Police Criminal Reference and Vulnerable Screen Check

COMPENSATION

This is a one-year contract position until March 31, 2020 for 35 hours per week. The wage is \$19 per hour and is subject to government funding. This position includes evening and occasional weekend work.

How to Apply

If you are interested in joining a dynamic team of highly qualified professionals at Youth Assisting Youth who are dedicated to positively impacting the lives of children and youth, please forward your resume with a cover letter to: John van Rhee, Director of Programs & Client Services by email to: jvanrhee@yay.org or by fax to: 416-932-1924. We thank all applicants for their interest but only those selected for interviews will be contacted.

About The Peer Project

Youth Assisting Youth is a non-profit, charitable organization servicing the GTA and York Region. The agency matches Youth volunteers aged 16 – 29, to a one-on-one relationship with newcomer and at-risk children aged 6 to 15, who are experiencing social, emotional, behavioural or cultural adjustment difficulties. The goal of the program is to provide a child with a positive role model through a mentoring relationship with an older youth.