Summer Student Position

**Youth Worker**

The Wellington County Learning Centre is a volunteer-based non-profit organization that provides literacy supports and programs to youth and adults. Some of these programs include reading, writing, math, computer skills, GED prep, mental health literacy, food literacy, and skill upgrading. Our centre is in Arthur, and we provide services to Wellington County.

The Wellington County Learning Centre is looking for an energetic, motivated individual to join our team as a Youth Worker. This is an on-site temporary position.

Part-time position: 30 hours a week for 9 weeks. Starts June 19th, 2023.

Hourly Rate: $18 an hour.

Responsibilities include but are not limited to:

* Create, facilitate, and evaluate youth programs under the mentorship of the Youth Program Coordinator.
* Determine learning and career goals with the Youth Program Coordinator (if interested).
* Assist the Adult Program Coordinator and other staff members.
* Help with awareness, outreach, and fundraising activities.
* Help with clerical and receptionist duties, including policy rewriting and digitalizing of resources.

Requirements:

* Meet summer student eligibility (see Government of Canada Job bank) - https://www.jobbank.gc.ca/jobsearch/jobpostingcsj/38133305?source=searchresults
  + Be a student enrolled in high school or post secondary education (university, college, or a mature high school student in related fields preferred).
* Experience working with youth an asset.
* Experience in creating and presenting educational workshops or tutoring an asset.
* Excellent verbal and written communication skills.
* Excellent time management and organizational skills.
* Must be a team player and can work independently.
* Proficient use of various computer software including Microsoft Office 365.
* Ability to obtain a satisfactory Vulnerable Sector Check within 30 days of employment start date.
* Have a reliable vehicle and valid licence.

Please send a short letter of interest and resume in PDF format to Wellington County Learning Centre at literacy@wclc.ca. We appreciate all those who have applied to this position. However, only those who receive an interview will be contacted.