



SOUTH VANCOUVER NEIGHBOURHOOD HOUSE

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Welcome Bienvenue Chào mừng Quý Vị ਜਮਾਇਆ ਠੂ Bienvenidos 환영합니다

Community Programmer for STEP to Work Programmer (Student Tenant Employment Program)

South Vancouver Neighbourhood House in partnership with BC Housing is looking for an enthusiastic, well organized, experienced programmer to implement the STEP to Work program. The program provides job skills training and work experience opportunities for youth ages 15 to 18 that live in subsidized housing directly managed by BC Housing. STEP to Work is a seven-week job preparedness program with 2 weeks of job skills training and 5 weeks of paid work experience for approximately 25 youth. The Programmer provides training, support and follow-up workshops to the youth ensuring quality placements in the job market.

Start Date: May 28th, 2018

End Date: September 7th, 2018

Terms: May 28th – June 8th (2 weeks for 20 hours/week), June 11th – September 7th (13 weeks for 35 hours/week)

Salary range: \$23.50 - \$24.45 plus 4% in lieu of vacation time

Closing date: May 16th, 2018

Responsibilities:

- Ensure STEP program is implemented according to established goals and objectives
- Select, and train youth for meaningful summer employment
- Source appropriate youth work placements in the Community (involves Programmer sourcing employers and pre-approving)
- Prepare and oversee the pre-placement training
- Act as liaison throughout work placements with employer and youth
- Weekly youth meetings throughout the placements (each weekly meeting has a focus, e.g. conflict resolution one week, teamwork another week)
- Performing pre and post work placement evaluations
- Support current BC Housing/SVNH programs as needed
- Work with the BCH Community Developer
- Will report to both SVNH and BCH according to partnership responsibilities

Qualifications:

- 1 year experience with at-risk youth or an equivalent combination of education, training and experience
- Diploma in a related human/social service field
- Self-motivated, takes initiative, knowledge of conflict resolution, and works well independently
- Knowledge of BC Housing and their family developments
- Experience with community partners and labour market
- Aware of issues faced by low-income families
- Standard First Aid Certificate
- Current Criminal Record check clearance
- Food Safe Certificate
- Minimum class 5 Drivers license. Vehicle an asset

Email resumes by May 16th, 2018 to: Mimi Rennie, Director of Community Programs / Email: mimi@southvan.org

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