



# SOUTH VANCOUVER NEIGHBOURHOOD HOUSE

6470 Victoria Dr., Vancouver, BC V5P 3X7 ph: 604-324-6212 fax: 604-324-6116 website: [www.southvan.org](http://www.southvan.org)

Welcome Bienvenue Chào mừng Quý Vị ਜਮਾਇਆ ਨੂੰ Bienvenidos 환영합니다

## Newcomer Youth Food Programmer Job Posting

The Newcomer Youth Food Programmer plays a key role in implementing and delivering Food Skills and settlement programs for immigrant and refugee youth Grades 8 to 12 in the South Vancouver community. This position is also actively engaged in outreaching, planning, organizing, implementing, and evaluating the Newcomer Youth Food Skills Program, as well as other youth settlement programs. This position is part of SVNH's settlement team, which will liaise with IRCC eligible clients with the intention of providing a full range of settlement, adaptation, service support, resources and referrals to promote self-advocacy and full participation for newcomers in Canadian Society.

This position will report to the Youth Team Leader at South Vancouver Neighbourhood House.

### Duties and Responsibilities:

- Plan, organize, and lead Food Skills Programs for newcomer youth Grades 8-12.
- Assist Youth Settlement Counsellor with facilitating a variety of youth settlement programs, including but not limited to homework clubs, life skills programs, mental wellness programs, and employment programs.
- Prep food program ingredients according to Food Safe Guidelines
- Sanitize and clean kitchen and program spaces
- Communicate and promote services & program information both internally and externally
- Assist in recruiting, hiring, orienting, coaching, and supervising volunteers
- Support newcomer youth in developing life skills
- Prepare and create event and program flyers, posters, and brochures
- Connect clients to in-house services, bridge programming to SVNH services, mentorship, and training opportunities
- Connect newcomer youth to community organizations and service agencies
- Evaluate and keep records of client profiles and key statistics including input into government required iCare database system, including intake forms, narrative, and statistical reports
- Collaborate with external service providers and internal staff in facilitating programs
- Support the development of newcomer youth in the Canadian multi-cultural context
- Maintain information and support resources
- Provide support to Neighbourhood House sponsored events and activities

### Skills and Qualifications:

- Minimum of 1-year experience providing community services to youth. Experience working with vulnerable newcomer youth preferred.
- Post secondary education in youth work, social work, community support, multicultural work, or related field in combination with experience in the field.
- Relevant post-secondary education or work experience related to nutrition, cooking, or food

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- Knowledge and understanding of food security, community development, community-based planning processes, and understanding of capacity building and strength-based approaches
- Ability to organize and manage projects and develop community partnerships
- Strong group facilitation and youth education skills
- Working knowledge of volunteer management systems and processes, volunteer supervision
- Experience cooking and menu planning
- Excellent written and verbal communication skills and ability to use computers and social media
- Demonstrated ability to complete program, funding, and statistical reports
- Cross-cultural communication, understanding, and experience
- Knowledge of the South Vancouver area is desired
- Valid First Aid/CPR and Food Safe Level 1 Certificate
- Knowledge of basic counselling skills and crisis intervention skills
- Cross cultural understanding and awareness of other cultural groups
- Excellent organizational, leadership, communication, and community development skills
- Experience facilitating groups and designing workshops
- Oral and written proficiency in English and another language representative of SE Vancouver (Tagalog, Hindi, Chinese, or Punjabi preferred)
- Ability to work independently in a multicultural team environment
- Understanding of the immigration process and issues affecting immigrants and refugees
- Successful criminal record search

## Salary:

**\$18.10/hour**

This is a part-time term contract (10 hours/week) based at 6470 Victoria Drive. The position term is until end of March 2021 with chance to renew contract.

## To Apply:

The Association of Neighbourhood Houses of BC is an equal opportunity employer. We place a high value on diversity and encourage qualified individuals from all backgrounds and identities to consider applying for the position. Our total compensation and benefits package reflect our commitment to our staff and their family. All qualified individuals are encouraged to apply, with subject line "Newcomer Youth Food Programmer" by 5pm on September 25<sup>th</sup>, in confidence to:

Mimi Rennie, Director of Community Programs  
6470 Victoria Drive  
Vancouver, BC, V5P 3X7  
Email: [mimi.rennie@southvan.org](mailto:mimi.rennie@southvan.org)

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