

WINNIPEG HARVEST JOB DESCRIPTION YOUTH PROGRAMS COORDINATOR

GOAL: As part of the team at Winnipeg Harvest and working in support of and within the organization's vision and mission, the goal of this position is to ensure that all Winnipeg Harvest youth programs and other Winnipeg Harvest initiatives are developed and delivered.

REPORTING RELATIONSHIPS: Reports to the Community Engagement Manager

RESPONSIBILITIES: Working in cooperation and consultation with the Volunteer Services, the Communications Team and other members of the Winnipeg Harvest Team, the Youth Programs Associate is responsible for:

Roles and Responsibilities

- to educate youth on issues related to hunger and poverty
- to maintain, deliver and expand the Partnership for Change program
- to revise, expand and deliver the Poverty Pledge program, in consultation with team members
- to maintain, deliver and revise the Empty Bowls in the School program
- to develop new programming directed to youth engagement, including connecting school curriculum objectives to existing and new programs and Winnipeg Harvest initiatives
- to maintain and/or develop training modules for volunteers related to youth program initiatives
- in collaboration with Volunteer Services and Development departments, expand, revise, and monitor the Kids Who Care program
- track, report and evaluate all youth related programs
- be available for public speaking opportunities, including media relations as requested
- network with internal and external stakeholders as necessary
- assist with post-secondary students and related activities as requested
- mentorship of volunteers, staff and interns as required
- other duties as assigned

QUALIFICATIONS:

- A strong belief in the dignity of all humans and a caring and positive attitude
- Post-secondary degree in education preferred
- Ability to work as a team member in a variety of situations
- Excellent interpersonal, written and oral communications skills
- Strong organizational and supervisory skills, including administrative attributes
- Experience with school age children
- Successful completion of a Child Abuse Registry check
- Familiarity with hunger and poverty awareness issues
- Additional language(s) are assets
- Possess a current valid drivers' license and a reliable vehicle

Hours of Work:

- 40 hour work week
- Ability to work flexible hours (evenings and/or weekends)

Please submit your cover letter and resumé by 4pm February 19, 2018 to

Winnipeg Harvest Inc.

Attention: Meaghan Erbus, Community Engagement Manager

1085 Winnipeg Avenue

Winnipeg MB R3E 0S2

Or

Email to meaghan.erbus@winnipegharvest.org