



<b>Position:</b>	Youth Worker	<b>Type of Employment:</b>	School Year contract
<b>Reports to:</b>	Windsor Coordinator	<b>Club Location:</b>	Windsor Unit
<b>Hours:</b>	15 -20 / week (weekdays)	<b>Wage:</b>	\$14.25 / hour

**Overall function of the Youth Worker**  
 To enrich the lives of children and youth in the Agency’s catchment areas, by providing a diverse and challenging program that enhances their personal growth and development.

<b>Qualifications &amp; Requirements</b>	
Criminal / Child Welfare Check	First Aid & CPR
High Five Certification	Education in the Human Service Field
Previous work with children an asset	Class F is an asset (if over 25)

- Responsibilities**
- Assist in the identification of the needs and interests of children and youth
  - Attend and participate in training (online and in person)
  - Ensure to be knowledgeable with fire / missing child safety procedures
  - Assist in designing, organizing and implementing a diverse program of educational. Social, recreational, vocational, health and cultural age appropriate activities.
  - Ensure planning has a variety of indoor / outdoor activities
  - Implement weekly calendars
  - Promote and encourage participation by members and the general public in programs
  - Supervision of children and youth in designated areas
  - Maintain excellent attendance stats for future reports and statistical information
  - Prepare incident reports when required
  - Conflict resolution and behaviour management with members
  - Administer first aid when required
  - Bring to the attention of the Supervisor any concerns or incidents that require follow up.
  - Provide a safe and healthy environment for all youth attending the Club.
  - Ensure all covid protocols are explained and followed by your group.
  - Cleaning & Sanitizing the building, toys, furniture, etc...
  - Ensure all areas are kept clean and change bulletin boards when needed
  - Cleaning the playground and doing checks around the building regularly
  - Any other related duties

**Time spent playing and listening to children is never time wasted!**