



Summer Program Facilitator

The Community Health Centres of Northumberland (CHCN) is a community-centred primary health care facility. With a vision rooted in providing comprehensive primary care services, delivered by an interdisciplinary team of professionals to promote healthy communities, we offer a range of community-based services.

The CHCN has an opening for a **Summer Program Facilitator**

The Summer Program Facilitator will work with the Summer Program Assistant and the Community Team developing, implementing and evaluating various health and recreational related activities for children, youth, adults and seniors.

Work Tasks and Responsibilities:

- Facilitate, develop, implement, and evaluate educational outreach programs surrounding the Community Health Centres of Northumberland working with our at risk populations, developing an anti-oppressive framework and an inclusive environment while fostering the fundamentals of determinants of health throughout our outreach locations, Community Garden and onsite programming.
- Work in collaboration with the Community Health Worker to supervise, plan, implement and ensure the success of summer programs for children, youth and seniors.
- Plan and assist in the running of Summer Kids Club (this program takes place at 2 subsidized housing units and is targeted at children from low income families), and Plants to Plates (a food education program developed by the Ecology Action Centre for children ages 8-12 years old that focuses on building kitchen skills and cooking skills while making connections with how food is grown).
- Incorporate educational information, for example sun screen and helmet safety, into interactive activities for children's programming
- Act as a consultant and supervisor to the Summer Program Assistant and Summer Program Volunteers.
- Ensure the supervision and safety of all children attending the program.
- Identify and confirm all resources required for the program; finances, equipment, supplies and so on.
- Perform administrative duties and other tasks as assigned.

In order to facilitate these job duties, one must also participate and assist in the following:

- Help with the overseeing of the Community Health Centres of Northumberland volunteers and provide back-up when necessary.
- Assist in the development of promotional material and promote programs in local schools neighborhoods, and community agencies.



- Attend training sessions on workplace safety and other workplace trainings as required.
- Attend regular staff and community team meetings.
- Possess knowledge regarding the social determinants of health, equity and inclusivity
- Keep accurate records, attendance, incident reports etc.
- Assist in the preparation of program space and maintenance of equipment/supplies.

Qualifications:

- Must be between the ages of 15-30
- Experience and desire to work with children and youth in a community based setting.
- Experience in program planning and facilitating community based programs.
- Demonstrated ability to work effectively as a part of a team and independently.
- Demonstrated organizational and time management skills.
- Demonstrated proficiency in technology and virtual platforms (i.e. Zoom)
- Experience working with adults and seniors an asset.
- Experience working with and supervising staff and volunteers an asset.
- Strong leadership and problem solving skills an asset.
- Garden interest, experience and knowledge an asset.
- Food preparation skills and experience an asset.
- First Aid and CPR certified
- Updated Criminal Reference Check with Vulnerable Sector (within the last 6 months)
- Must have a valid driver's license and reliable vehicle – local travel may be required

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Salary: \$18 per hour

Contract/Hours: 10 weeks, 35 hours per week

Anticipated start date: June 17, 2024

Positions are based upon the receipt of Canada Summer Jobs Funding therefore number of positions, weeks and hours of work may differ from posting.

Interested candidates should send their resumes to crutherford@porthopechc.ca citing "Summer Program Facilitator". No phone calls please. Only candidates selected for an interview will be contacted. **Closing date is Friday April 26, 2024 at 4:00 pm.**

The Community Health Centres of Northumberland is an equal opportunity employer and encourages applications from people who are reflective of the diverse communities we are a part of. If you have any requirements for accommodation, please let us know.