



Youth Engagement and Leadership Coordinator

ONE-YEAR CONTACT POSITION

Community Development Halton (CDH) is a non-profit organization committed to building a society in which diversity, equity, and social and economic justice are central to all aspects of our lives. CDH is made up of two pillar services: Social Planning and Research, and Volunteer Halton. Volunteer Halton is a flagship program of CDH with a focus on increasing public access to meaningful volunteer opportunities for all residents across Halton Region.

Funded by the Burlington Foundation, this project aims to develop youth skills through peer-to-peer research on positive volunteer experiences, leading to the creation of workshops on volunteer benefits.

Are you passionate about community development, youth engagement, and research? Volunteer Halton is looking for a dynamic and creative young adult with a passion for community development, youth engagement, and research. If this is a passion of yours, consider applying for the position of a **Youth Engagement and Leadership Coordinator**. Submit your cover letter and resume to the attention of Director, Volunteer Halton at volunteer@cdhalton.ca. Lead a project that will positively impact your community.

Job Details

- **Position Type:** One-year contract (fixed-term, 52 weeks)
- **Start Date:** February 3, 2025
- **Work Hours:** 7 hours per week.
 - *Majority of time on a weekday; occasional weekend work may be required.*
- **Compensation:** \$25.05 to start
- **Work Location:** Hybrid model (combination of in-person and remote work)
 - *Laptop provided for duration of contact.*
- **To Apply:** Submit cover letter and resume to the attention of Director, Volunteer Halton at volunteer@cdhalton.ca
- **Application Deadline:** January 24, 2025.

The **Youth Engagement and Leadership Coordinator** will focus on the development of a *Youth Leadership Team* engaging newcomer youth, youth living in low-income situations, and those with diverse identities and abilities.

In this role, you will work to understand the facilitators and barriers to volunteerism and civic engagement for youth aged 14 to 24 by conducting peer-to-peer research on what makes a positive youth volunteer experience, leading to the development and delivery of workshops for other youth on volunteer benefits. The **Youth Engagement and Leadership Coordinator** will support the *Youth Leadership Team* to deliver youth-led workshops for nonprofit sector leaders, sharing the findings of their research.

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Requirements

- Young adult between 20 – 29 years of age.
- A passion for collaborating with people.
- Creative thinker, adaptable, effective problem-solver with the ability to multitask.
- Demonstrated leadership skills, including experience working with youth.
- Experience in data collection and research methods
- Demonstrated community outreach and volunteer experience(s) required.
- Good verbal and written communication and interpersonal skills to foster strong and long-lasting relationships with youth, nonprofit organizations, adult allies, and other key stakeholders.
- Lived experience as a newcomer and/or person with a diverse identity/ies and/or abilities, and/or growing up in a low-income environment an asset.
- A professional, enthusiastic, flexible, and energetic demeanour.
- Able to work independently and as part of a team.
- Ability to work in a hybrid model; combination of in-person and remote work.
- Access to a car or reliable transportation required.

Specific Responsibilities

The **Youth Engagement and Leadership Coordinator** will be responsible for the following activities:

- Youth Leadership Team
 - Recruit, onboard and train youth leadership participants with a focus on engaging Black, Indigenous, and newcomer youth, youth living in low-income situations, and those with diverse identities and abilities.
 - Assist in the development of leadership skills for Team member through process design, community inquiry, and public-speaking opportunities.
- Peer-to-Peer Research Lead
 - With the Youth Leadership Team and supported by the CDH Social Planning Team, conduct peer-to-peer research with young people to identify the challenges and facilitators of volunteerism and civic engagement in Burlington.
 - Prepare workshops for delivery by members of the Youth Leadership team using the data collected and other information/data resources.
 - Prepare final report summarizing project outcomes
- Building Community Connections
 - Connect with youth, nonprofit organizations, and other key stakeholders to foster volunteer and civic engagement by breaking down barriers to belonging.

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- Project lead for youth participants, adult allies, nonprofit organizations, and Youth Leadership Team members
- Create engaging, safe and supportive spaces for youth to share their experiences through interactive activities that foster conversations about the challenges, barriers, and successes in creating positive experiences for youth in Burlington.

Benefits

- Career-related training in community outreach, research, and volunteer engagement.
- Opportunity to liaise/network with different stakeholders in community.
- Access to learning materials.
- Support for skills development in research methodologies, data collection, volunteer engagement, and community development.

Community Development Halton is an equal opportunity employer and encourages applications from qualified individuals inclusive of groups that are traditionally under-represented in employment. Accommodations are available on request for candidates taking part in all aspects of the selection process.

We thank all applicants for applying but advise that only those under active consideration will be contacted directly.