



CITY OF COLWOOD JOB POSTING

POSTING ID #:	COC20231031_YEC
POSITION TITLE:	YOUTH ENGAGEMENT COORDINATOR
DEPARTMENT:	COMMUNICATIONS & ENGAGEMENT
POSITION TYPE:	FULL-TIME UNION AUXILIARY TERM
POSTING TYPE:	INTERNAL/EXTERNAL
SALARY:	Pay Grade #9 \$36.87/hr (2023 rate) <i>*under review</i>
HOURS OF WORK:	35 hours per week, Monday – Friday between the hours of 8am – 5pm
BENEFITS:	Benefits per the terms of the Collective Agreement for Auxiliary Employees

The City of Colwood is a spectacular seaside community set apart by its outstanding natural setting and exceptional quality of life. Located 25 minutes from downtown Victoria on the Westshore with nearly 19,000 residents, the City of Colwood is a great place to work, live, and play.

The City of Colwood has an opportunity for a **FULL-TIME YOUTH ENGAGEMENT COORDINATOR** in the **Communication & Engagement Department**. This is a UNION position with CUPE, local 374. This is a one-year grant-funded auxiliary position. The City anticipates there may be potential for an additional one-year term in 2025. The additional term would be subject to confirmation of continued available funding for that budget year and meeting requirements within the CUPE 374 collective agreement.

NATURE AND SCOPE OF WORK

Reporting to the Manager of Communications & Engagement and working closely with the West Shore Parks & Recreation Youth Recreation Programmer and local social service providers, the Youth Engagement Coordinator will play a pivotal role in developing and implementing youth programs to increase youth engagement in Colwood and foster the well being and success of youth in our community.

One of the primary tasks of the position will be to oversee the compiling and maintenance of a centralized, client-centred waitlist for youth social services on the West Shore, supporting service providers to match youth with available services, activities, or groups with the goal of supporting positive mental health and wellness in a timely way.

MINIMUM TRAINING AND EXPERIENCE REQUIRED

- University or college degree in Child and Youth Care, Social Work, or a related area.
- A minimum of two years' experience working with youth, preferably in an outreach capacity, or an equivalent combination of education and experience.
- Level 1 First Aid and/or Mental Health First Aid certification(s) is a strong asset
- A valid Class 5 BC Driver's License and access to use of a personal vehicle is an asset
- The successful candidate will be required to supply a current Criminal Record Check for vulnerable sector

A complete job description is available at www.colwood.ca/careers (Under Review)



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Using the subject line **POSTING ID# COC20231031_YEC**, please submit your resume and cover letter, in confidence, to careers@colwood.ca.

Applications will be accepted until 4:30pm on Friday, November 10, 2023.

The City of Colwood is committed to employment equity and to creating a diverse employment environment.