



Summer Community Engagement Worker Full Time Contract Position x 2 9 Weeks

Rate of Pay:	Under 18: \$14.10 Over 18: \$15.29
Hours Per Week:	35 Total Hours
Start Date:	June 20th 2022

The Preston Heights Community Group has been serving families and youth in our community for over 30 years. Come join our team and experience all the fun and rewarding experience our summer jobs program can offer.

The Summer Community Engagement Worker with support from fellow staff will be responsible for developing, implementing, and supporting the provision of community-based outreach and partnerships on behalf of the Preston Heights Community Group. Specific emphasis on community relations within the community.

Responsibilities

Community Engagement

- Community outreach eg business , community members, fellow community agencies (this can be done remotely if deemed necessary)
- Development of community give back initiatives over the summer
- Supporting the work of the community engagement coordinators
- Supporting distribution of community based surveys

Administration:

- Scheduling of outreach days and areas being targeted
- Tracking amount of community members who were reached during outreach days
- Update relevant social media platforms regularly regarding community programs events and news
- Updating social media on events

Health and Safety

- Perform daily site safety checks
- Ensure you are adhering to Preston Heights Community Group Health and Safety Policies and Procedures
- Review and confirm all COVID 19 protocols are being adhered to
- Other duties as assigned

Qualifications, Experience and Skills

- Experience working in Neighbourhoods is considered an asset
- Completed or enrolled in studies pertaining to; Community , Outreach and Social Services or similar programs considered an asset
- Must meet the requirements of the funding body (Summer Jobs Canada)
- Knowledge of Preston Heights Community Group an asset
- Experience around STEAM programing considered an asset
- Strong organizational skills and the ability to manage multiple tasks
- Ability to collaborate in a team setting
- Completed Police Records Check

Please apply with your resume and a cover letter, detailing your experience as it pertains to this position to:

Ellia Losching
Community and Recreation Coordinator
Ellial@prestonheights.ca

Only those selected for an interview will be contacted, no phone calls please

The Preston Heights Community Group is an equal opportunity employer. Accommodations are available for all parts of the recruitment process. Applicants please advise of any accommodations needed. We thank all applicants; however only those selected for an interview will be contacted.