



Youth Central Youth Volunteer Corps

Position: Youth Volunteer Corps Team Leader

The YVC Program involves youth in junior and senior high school in meaningful community volunteer opportunities. Based on a philosophy of youth involvement and empowerment, we facilitate a year-round program of supervised, team-based service projects and youth leadership opportunities.

As a Youth Volunteer Corps (YVC) Team Leader you'll be responsible for attending community volunteer projects, following COVID-19 safety precautions, alongside Youth Central youth (ages 12-18) volunteers. You will supervise and empower our youth volunteers to complete various tasks at community projects across Calgary. You will need strong communication skills to interact with collaborating non profit agencies, youth volunteers, and the Youth Central team. The ideal YVC Team Leader is very organized and able to work independently, with the support of a team.

Positions are part time, each month you will submit availability and we will do our best to accommodate that.

Additional Responsibilities:

- Recruit youth for various community volunteer projects
- Supervise and work with youth volunteers on community volunteer projects
- Act as a liaison between the Program Coordinator and the community agency
- Foster teamwork between youth volunteers
- Guide youth through ongoing icebreaker and reflection activities
- Utilize the Youth Central volunteer database on a daily basis
- Maintain accurate records of volunteer attendance and submit them in a timely manner
- Adapt to the changing needs of the program, projects and volunteers
- Participate in YVC social activities, recognition events, staff meetings, and volunteer orientation and appreciation

Minimum Position Requirements:

- Must be at least eighteen years of age
- Must be available to work a minimum of two weekday evenings (4:00 – 9:00pm) and at least two weekends each month
- Must have current Standard Level C First-Aid/CPR certification
- Access to a working cell phone with the ability to access the internet, receive calls and texts while at community projects
- A vehicle is not a requirement, but would make this position easier as projects are located across Calgary
- Demonstrated leadership abilities
- Work experience with youth in a non-formal setting, including motivation and facilitation
- Demonstrated ability to work **independently** and with others
- A criminal records search and an intervention record check are conditions of employment.

Please send resumes to Ros Doi, Program Director, ros@youthcentral.com by August 31, 2022.