



## **Employment Opportunity for Child and Youth Programmer Summer Student**

### **Who Are We?**

The Jessica Martel Memorial Foundation (JMMF) is a not-for profit organization that works toward breaking the cycle of domestic violence through the actions of advocacy, awareness, community engagement, education, and safe housing. We operate Jessie's House (a 35 bed all-gender emergency shelter) and Eileen's Place (a 3-unit second stage transitional housing program). We are committed to creating inclusivity, diversity, and equity for our employees and the community we serve.

We offer competitive wages, a comprehensive benefit package, retirement savings program, and professional development opportunities. Visit [www.jmmf.ca](http://www.jmmf.ca) to learn more about who we are and what we do.

**Employment Type:** Temporary Full-Time  
**Work Hours:** 35 hours/week. Monday to Friday with nights and weekends as needed  
**Application Deadline:** TBC  
**Start Date:** May 10, 2024 – August 31, 2024

### **Summer Placement Opportunity**

The Child and Youth Programmer Summer Student placement program provides students with the opportunity to develop valuable workplace skills and build a career through employment in the human services field. This position will appeal to an individual who is looking to gain relevant and hands-on experience working with children and youth in a shelter setting.

The Child and Youth Programmer Summer Student reports to the Deputy Director at Jessie's House. The Child and Youth Programmer Summer Student supports and works collaboratively with the innovative childcare team to deliver programming and services to children accessing the residential and outreach services of the shelter. This individual will work collaboratively with co-workers, agencies, and service groups, using a client-centred approach, respecting the client's right to self-determination. The Child and Youth Programmer Summer Student will develop programming that takes the children staying at Jessie's House and Eileen's Place into the community as well as options for programming within the shelter. The Child and Youth Programmer Summer Student must operate from a trauma-informed, decolonial, harm reduction, and anti-oppressive mode of practice.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

#### **General**

- Adheres to agency policies and procedures, including the principles of harm reduction, anti-oppression, decolonization, and trauma-informed care.
- Adheres to relevant provincial and federal regulations and legislation, including any relevant regulatory bodies' ethical frameworks of practice.



- Has well established self-care practices and the capacity to perform well in a high-crisis, emergency shelter environment.

#### **Administration**

- Attends agency and team meetings when scheduled and participates regularly in continuing competency, professional development and/or scheduled training opportunities.
- Participates in regular weekly client case management meetings with the Case Management, Outreach, and Child Support teams to ensure adherence to comprehensive and individualized client case plans.
- Schedule upcoming programming opportunities.
- Document programming for future use.
- Identify training needs and workshop needs.
- Participates in weekly goal-setting meetings with mentor and/or supervisor.

#### **Client Related**

- Maintain a professional working relationship with all agencies, service groups, the public at large, residential, and non-residential clients, co-workers, Deputy Director and Executive Director.
- Provide support and work with the innovative childcare team in the delivery of all programs and activities for children and youth.
- Work in collaboration with the innovative childcare team to ensure a high degree of sanitary and safety conditions are maintained in the childcare areas, including the playrooms, common areas and playground.
- Report to the Deputy Director or Executive Director any concerns about children in need of protection.
- Identify any needed supplies necessary to maintain quality childcare.
- Participate in meetings and training as requested by the Deputy Director and Executive Director.
- Perform other related work as assigned by the Deputy Director or Executive Director.

#### **Facility Related**

- Regular housekeeping and maintenance duties such as cooking, cleaning, preparing rooms for client admissions and/or departures, laundry, and general facility upkeep, as needed.

The Child and Youth Programmer Summer Student will also complete all other duties as assigned by the Deputy Director and Executive Director, including providing relief support to the rest of the shelter team where required.

#### **QUALIFICATIONS & EXPERIENCE**

- Legally entitled to work in Canada.
- Post-secondary education in the fields of education, childcare, social work, psychology, or another social sciences program. Priority will be given to students who are returning to academic studies in September.
- A Child Development Assistant (formerly Level 1) Certificate.
- This opportunity is funded through the Canada Summer Jobs Program.



- Applicants must be aged 15 to 30 years.
- Priority will be given to candidates who identify as 2SLGBTQIA+, Indigenous, black, or other racialized youth.
- Priority will be given to applicants from Sturgeon County and surrounding area .
- Ability to maintain a high degree of confidentiality.
- Experience working with and caring for children of all ages is preferred.
- Ability to react appropriately to emergency or unexpected situations.
- Excellent verbal, written and interpersonal skills.
- Experience working with diverse and multi-cultural communities is preferred.
- Child Intervention Record Check, and a Criminal Record and Vulnerable Sector Check are conditions of employment.

#### **WORK CONDITIONS**

- Working in an emergency shelter environment
- Working a schedule of days, evening, and weekend shifts as required
- Working in a high stress, with disruptions, high pressure environment.

#### **How to Apply?**

Send a current resume and cover letter to [hr@jmmf.ca](mailto:hr@jmmf.ca) Include 2 professional references and/or letters of recommendation. The Jessica Memorial Foundation thanks all interested applications, but only those selected for an interview will be contacted.