

**Davenport-Perth Neighbourhood and Community Health Centre (DPNCHC)** is a multi-service community agency providing programs and services from early years to adults and primary health care to a diverse range of participants within a community development and health promotion perspective. The After-School and Adult Services Program Worker will work with the Children, Youth and Adult Services staff and assist in the development, planning, implementation and evaluation of a daily program that provides, academic support, social and life skills development, outings, recreational and cultural activities for children 6 – 12 years old and adults in the Davenport community.

### **Abbreviated Responsibilities:**

- Participate in a constructive, collaborative and cooperative manner within the staff team in the planning and implementation of project activities and the maintenance of a safe, healthy and creative program.
- Assist in providing supervision and role modeling for children participants on and off-site.
- Plan and co-facilitate weekly support activities; assist in providing with direction, support and positive role-modelling.
- Plan and facilitate participant workshops, activities and outings.
- Maintain cooperative team interaction and collaborative decision-making processes.
- Assist in the preparation of healthy snacks, in the preparation of program space and the maintenance of equipment/supplies.
- Attend and actively participate in staff training, team meetings and project and team evaluations.
- Assist in providing direction and support to youth assistants and other volunteers.
- Assist in the development, design, planning and implementation of activities, including training workshops, regular check-ins, and outings.
- Maintain cooperative team interaction and collaborative decision-making and problem-solving processes.

### **Qualifications:**

- Work or volunteer experience assisting in the planning and implementation of activities for children and youth at DPNCHC or in the Davenport West community.
- Demonstrated ability to work effectively as a part of a team and independently; must be creative, enthusiastic, energetic and able to provide encouragement and support to program participants.
- Demonstrated knowledge of effective practices related to children and youth and understanding of issues they face.
- Demonstrated organizational and time management skills.
- Good English skills (written and oral).
- Experience working with diverse youth population in a community-based setting is an asset.
- Ability to speak a second language is an asset.

April 19, 2024  
Internal /External Job Posting:  
After-School/Adult Services Program Worker  
Permanent PT; (5 day per week, 22 hours total)  
Posting No. 2024-04

- Skills related to visual/performing arts, recreation or sports is an asset.
- Living in the Davenport-Perth Neighbourhood and CHC's catchment is an asset.

**Hourly rate:** \$23.927 per hour plus extended health benefits, including HOOPP Pension Plan.

**This position is part of the bargaining unit.**

**Contract/Hours:** 22 hours per week, starting May 2024.

**Submit resume and cover letter:** Posting No. 2024-04 to [hire@dpnchc.ca](mailto:hire@dpnchc.ca) or  
mail to 1900 Davenport Road, Toronto, ON M6N 1B7.

**Due Dates: Internal: 5:00 pm, April 29, 2024**

**External: 5:00 pm, May 2, 2024**

Davenport-Perth Neighbourhood and Community Health Centre encourages applications from Black candidates, as well as individuals from diverse backgrounds including culture, race, language, religion, class and gender /sexual orientation. Reasonable accommodation or any other special needs will be provided in all parts of the hiring process. If you require any accommodation, please advise Human Resources. As a condition of employment all new hires must show proof of COVID-19 vaccination (2 doses) with vaccines approved by Health Canada, unless they have an exemption from vaccination under the Human Rights Code. Also required to undertake a Vulnerable Sector Screening with Police Services. Only applicants selected for interviews will be contacted. No phone calls please. DPNCHC is a perfume free environment.