



City Centre Community Association

5900 Minoru Blvd.
Richmond, BC
V6X 0L9

Tel: 604-204-8588
Fax: 604-204-8589

YOUTH DEVELOPMENT LEADER 3

City Centre Community Association is accepting applications for the part-time Youth Development Leader 3 position. This position under the guidance of and reporting to the Youth Development Coordinator, is responsible for leadership of youth and preteen programs within a recreation and cultural services setting.

DUTIES AND RESPONSIBILITIES

Deliver, instruct and lead a variety of programming and activities for youth and preteens. Develop positive relationships with youth; create all-inclusive welcoming environment, instill a youth involved process; facilitate one to one and group settings; solicits feedback on programs from youth and families.

Promote the 40 Developmental Assets.

Responsible for supervision of junior staff and/or volunteers in the absence of the Youth Development Coordinator.

Demonstrates a working knowledge of popular youth culture.

Promote understanding of youth related issues; recognize and acknowledge youth accomplishments.

Articulate boundaries governing appropriate behaviour and use of the centre.

Respond to inquiries from the public and staff.

Follow risk management protocols; update risk management and emergency protocols as requires; complete incident and First Aid report forms in a timely manner.

Meet regularly with supervisors and staff/program committees; provide regular updates/reports for staff, youth works and committees.

Outreach to other community organizations and schools to connect Leadership youth to program(s) and special opportunities.

Other related duties as assigned and may vary according to each facility.

REQUIRED QUALIFICATIONS

Grade 12 plus 40 hours working/volunteering with youth or an equivalent combination of education and experience.

Standard or Emergency First Aid and CPR.

Police information check.

Strong group facilitation skills.

Strong event planning skills.

DESIRED QUALIFICATIONS

Experience or education related to social work, counseling, child or preteen/youth care.

Experience working within a program budget.



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Facilitating, mentoring, and conflict resolution experience.
Demonstrated ability to organize public facing events.
Demonstrated understanding of issues facing preteens/youth on an individual and group basis.
Enjoys working with youth in community centre and external settings.
Food Safe certificate.
Knowledge of popular youth culture.
Marketing and event planning skills.
Class 4 driver's license.

HOURS OF WORK AND REMUNERATION

20 - 30 hours per week.

Evening and weekend work required.

\$18.89 per hour.

After three month probation, the successful candidate would qualify for Extended Health and Dental Benefits.

Interested candidates may apply for this position by sending a cover letter and resume to:

Usman Mushtaq – Youth Development Coordinator – City Centre Community Centre –
umushtaq@richmond.ca

The deadline for receiving applications is **Wednesday, August 1 at 11:59 p.m.**
City Centre Community Centre thanks all applicants in advance for their interest.
Only those candidates under further consideration will be contacted.

Duties may be carried out in a City owned facility, however the City is **not** the Employer for this position.