



## Apply now – Great opportunity to support youth to meet their potential!

<b>Role:</b>	<b>Coordinator, Youth Works</b>
<b>Wage:</b>	\$27.00-\$28.00/hour
<b>Benefits:</b>	6% vacation, paid sick time, discount on child care (excluding Infant & Toddler Care), free YMCA membership
<b>Hours:</b>	25-30 hours per week
<b>Location:</b>	Prince George, BC
<b>About the Program:</b>	Youth Works supports young people ages 17-29 who experience barriers to gain employment, further education, and acquire training

### Responsibilities of this role:

- Provide direct support to young people to further their employment and education goals
- Supervise and support the program facilitator
- Plan and help implement program activities including participant recruitment, outreach, individualized support, workshops or groups
- Monitor deliverables and budget, and prepare reports
- Ensure deliverables are met as per contract
- Work collaboratively with related YMCA, Foundry and community resources
- Communicate effectively and respectfully with all stakeholders
- Perform varied administrative functions to support the program
- Participate in evaluation and quality improvement

### Qualifications:

- Bachelor's Degree in relevant field and one year of recent related experience in a supervisory role, or an equivalent combination of education and experience
- Solid understanding of employment and education services and approaches
- Three professional references and clear Criminal Record Check

**To apply:** Send a short cover letter and resume to  
Deanna Collins  
Manager of Youth Works & Education Programs  
[deanna.collins@bc.ymca.ca](mailto:deanna.collins@bc.ymca.ca)



The YMCA thanks all those interested in this position. Only those selected for an interview will be contacted.