



APPLEGROVE COMMUNITY COMPLEX

60 Woodfield Road, Toronto, Ontario M4L 2W6

416-461-8143 | www.applegrovecc.ca

JOB POSTING

Youth Program Worker (Part Time)

Existing Vacancies

PRIMARY RESPONSIBILITY

To plan, implement and evaluate youth leadership programming for participants aged 12 to 16 years.

DUTIES AND RESPONSIBILITIES

- Plan, implement, supervise, participate in and evaluate appropriate weekly program activities for youth
- Involve participants as possible in tasks, decision-making and program planning and evaluating
- Arrange and facilitate formal and informal workshops
- Conduct program outreach and promotion
- Support and provide input into evaluation of volunteers
- Maintain program attendance records and paperwork
- Organize and help to purchase materials and supplies
- Ensure that participant behaviour issues are dealt with sensitively and effectively, and that the behaviour management methods used are appropriate according to agency policies and guidelines
- Provide updates and regular communication with Child and Youth Coordinator

KNOWLEDGE AND EXPERIENCE

- At least 16 years old and have experience working directly with youth aged 12-16 years
- Some post-secondary education in community services, social sciences or related field, or substantial experience working in programs for youth
- Experience with program planning, implementation and evaluation; direct junior staff; conflict management; engaging with a multicultural community with a variety of socio-economic levels.

Assets

- Current First-Aid and CPR Certification
- Knowledge of Microsoft Office

TERMS OF EMPLOYMENT

Position Status	Part Time
Hours per Week	4 hours per week
Hours of Work	Tuesdays, 6:00 – 9:00 pm; occasional weekends and other nights of the week
Union Status	Union Position - CUPE Local 2998 – Wage Grade 6
Starting Hourly Rate	\$24.98 - City of Toronto AOCC 2026 Wage Grid for Union Staff (range \$24.98 – \$29.36 per hour)
Benefits	Eligible to enrol in OMERS pension plan from day one
Reports to	Program Director
Location	Onsite, with no opportunity for remote work

Charitable Number: 10671 8943 RR0001

Other Information:

- Satisfactory Vulnerable Sector Screening will be required (Applegrove to cover cost)
- In accordance with our Collective Agreement, members of CUPE 2998 will be considered first (please identify this in your application).

APPLICATION INSTRUCTIONS

Provide your cover letter and resume by email or mail by 5 pm on Wednesday, August 26 to:

Josh Grainger (he/him), Program Director
Applegrove Community Complex
60 Woodfield Road
Toronto, Ontario, M4L 2W6
Email: jgrainger@applegrovecc.ca

For emailed submissions please use the subject line “Youth Program Worker” and provide your documents as PDF documents labelled with your last name.

Please also share which pronouns you would like us to use when corresponding with you.

Only applicants selected for an interview will be contacted.

Applegrove is an equal opportunity employer and encourages applications from diverse candidates. In accordance with Ontario Human Rights Code, Accessibility for Ontarians with Disabilities Act, 2005, and the City of Toronto’s Accommodation Policy, accommodation will be provided in all parts of the hiring process. Applicants are asked to make their needs known in advance.