

Program Leader (35 hours/week)
Ready, Set, Connect! Program (16 positions available)
Canada Summer Jobs Opportunity - 7 Week Contract (June 28 to August 16)
Serving children virtually throughout Toronto, York, Peel & Durham Regions
Salary: \$16 per hour



***Applicants in the following areas will take priority: Toronto, Thornhill, Scarborough, Markham, Richmond Hill**

What is Future Possibilities for Kids and Ready, Set, Connect!?

Future Possibilities for Kids (FPK) is a Canadian non-profit organization that provides programs to empower children between the ages of 9 - 12 from underserved communities in the GTA. Ready, Set, Connect! is an interactive and supportive program provided virtually by FPK that is specially designed to provide a space where children can connect with other children, increase their self-awareness, their confidence, and their ability to take action as leaders within their community and beyond.

FPK's Culture Statements

- Be 'coachable' and show an interest in personal development, learning and growth by embracing your 'stretch zone'
- Provide ongoing encouragement, support, and training for other team members to achieve shared success
- Practice Possibility Thinking where ideas are allowed to breathe without judgement
- Continually seek opportunities to gather feedback from others and actively use this feedback to make positive change to ourselves, our programs and our organization
- Maintain an environment which is warm, welcoming, where everyone feels valued and respected, and which models and reflects FPK's anti-oppression framework

Job Description

Future Possibilities for Kids is seeking Program Leaders who have the ability to manage and inspire campers in a fun, virtual-based environment where all children are encouraged to participate, connect with other children and learn leadership and life skills. Program Leaders are accountable for facilitating daily group sessions and weekly check-ins with Kids to deliver the Ready, Set, Connect! Program curriculum virtually. Program Leaders report directly to the Summer Program Supervisor. This is a full-time, contract position for 7 weeks.

Responsibilities *(include but are not limited to):*

- **Leader Training & Debrief:**
 - Mandatory to attend all **4 Virtual Training** dates from **June 28 – July 2, 2021** (timing TBD).
 - Training is experiential in nature and requires staff to be coachable, as well as open and willing to learn. Training will also be used to test technology for program delivery
 - Mandatory to attend the **Final Debrief Day** for all staff on **August 16th, 2021**.
- **Program Operations:**
 - Mandatory to attend all **Virtual Program Sessions** from **July 5 – August 13, 2021** (Monday to Friday, AM and PM sessions)
 - Supervise, and provide leadership for Kids
 - Facilitate daily virtual group sessions with Kids and lead RSC! curriculum with introductions, rules, and planned activities
 - Check-in weekly with Kids for 1:1 coaching calls
 - Check-in daily with triad (team of 3 staff) to debrief, record observations, and plan for next day's activities; share feedback and stories with Summer Program Director
 - Check-in weekly with Summer Program Supervisor to communicate program progress, successes, and challenges
 - Act as the lead contact person for parents/guardians and community partners with Program Supervisor as a support
 - Implement and uphold the Kid-led and KidCoach philosophy in all programming
 - Maintain positive and trusting relationships with Kids, parents, staff, and community agencies
 - Maintain confidentiality of program participants at all times

Qualifications/Skills:

- Experience with planning and facilitation of children's programs in groups
- Experience with digital / e-learning tools is considered an asset
- Strong collaboration and teamwork skills
- Demonstrated experience of leadership skills and high level of conflict resolution skills
- Strong organizational skills and multi-tasking abilities
- Understanding of child and youth engagement techniques
- Demonstrates knowledge/understanding of diversity
- Creative, adaptable, high energy, coachable and able to generate enthusiasm in others

Education, Experience, and Other Requirements: (Once given the job offer, please have requirements prepared)

- Adhering to the Canada Summer Jobs requirements (listed below) to be eligible
- Commitment to FPK's Anti-Oppression Framework
- At least 1 year or more of experience in program planning (children/youth)
- Cleared Police Check (ie. Vulnerable Sector/VSS report or Backcheck E-PIC), current within 2021
- Access to internet and a large-screen device (ie. laptop) to host virtual programming on FPK's recommended software (ie. Zoom)

This is a Canada Summer Jobs funded opportunity and all applicants must adhere to CSJ requirements in order to be eligible:

- be between 19 and 30 years of age at the start of the employment*;
- be a Canadian citizen, permanent resident, or person to whom refugee protection has been conferred under the *Immigration and Refugee Protection Act* for the duration of the employment**; and,
- have a valid Social Insurance Number at the start of employment and be legally entitled to work in Canada in accordance with relevant provincial or territorial legislation and regulations.

*The youth must be 19 years of age at the beginning of the employment period. The youth may be more than 30 years of age at the end of the employment period as long as the youth was 30 at the beginning of the employment period.

Ready, Set, Connect! Program Schedule:

- Term 1: July 5 – July 16
 - AM Session (10-11am)
 - PM Session (1-2pm)
- Term 2: July 19 – July 30
 - AM Session (10-11am)
 - PM Session (1-2pm)
- Term 3: August 3 – August 13
 - AM Session (10-11am)
 - PM Session (1-2pm)
- 1:1 call each week with Kids (approx. 15 minutes/call)

How to Apply:

- Please apply by emailing janet@fpcanada.org with the listed information by **May 28th, 2021** (Only those considered will be interviewed & please note to apply as soon as possible as we interview & hire as applications come in):
 1. Your **Email** – Please include 'Program Leader Position 2021' in your subject line
 2. Your **Cover Letter** - Please include that you are applying for the 'Program Leader Position 2021' in your letter
 3. Your **Resume** - Please include only information that pertains to this role

We thank everyone who applies but only those candidates selected for an interview will be contacted; No phone calls please.