

Inspiring Hope. Caring for Creation.

Program Assistant (Operation Wild)

(Anticipated 4 positions pending funding approval)

Position(s) will be funded by Canada Summer Jobs grant and are based on funding approval.

Location: Cedar Haven Eco-Centre, Freelon, Hamilton Office
Workweek: Monday to Friday (with the exception of four Saturday workshop dates)
Workterm : May-August (16 weeks) 30hrs/week
Wage: 15.00/hour
Closing Date: April 12th

Job Description:

Operation Wild is an Ontario Trillium Foundation funded program that provides accessible nature experiences for individuals who live with disabilities. The program will typically involve hosting groups from local developmental service agencies at Cedar Haven Eco-Centre and guiding these individuals to engage with their environment.

The Operation Wild Program Assistant will work closely with the Operation Wild Program Coordinator and Operation Wild Program Lead to develop and deliver this program. This role will require partnering with other members of the team to deliver programming for both participants and their support staff.

Employees are expected to submit one "story" per month to be used as A Rocha promotional material. These stories can be submitted in written form or as a short video. Stories should highlight an inspiring experience, a personal reflection or a description of the employee's work.

Tasks involve:

- Lead groups of 5-12 adults with developmental disabilities and their support staff to participate in experiences at Cedar Haven Eco-Centre for a least one 3 hour session per week.
- Build trusting relationships with both individual program participants and support workers.
- Collaborate with Program Coordinator and Operation Wild Program Lead to research and develop programming that incorporates A Rocha's values of citizen science, place-based learning and person-centred health needs.
- Liaising with community organizations and arranging group visits to the centre
- Setting-up and cleaning-up from events
- Having an inclusive and welcoming attitude toward all people
- Participating in A Rocha community through team days, discussions, and mentoring

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Field of Studies and/or Experience in:

Education, Social Work, Youth Ministry, Child and Youth Studies, Outdoor Recreation and Environmental Education. The ideal candidate would have a strong interest in a career related to education, outdoor recreation, environmental education, or nature based therapy.

Requirements/Qualifications

- Must be a Canadian citizen, permanent resident, or person with official refugee status.
- Successful applicants will be required to pass a Criminal Records Check and Vulnerable Sector Check
- Experience providing/leading programs for groups of people (Summer camp, service club, etc.)
- Ability to work outdoors in a variety of weather conditions, near biting insects (mosquitoes, blackflies)
- Ability to take initiative, work independently, organized, self-starter
- Demonstrated ability to communicate and connect well with new people
- Demonstrated alignment with A Rocha Values (5 C's of A Rocha available on website)

Asset Qualifications:

- Cross cultural experience
- Experience providing/leading programs for groups of people (summer camp, service club, etc.)
- Vulnerable Sector Check
- Certified First Aid and CPR
- Access to reliable transportation to and from the Centre

Apply

To apply, email your cover letter and resume to hamilton@arocha.ca by April 12th, 2019. If successful, you will be contacted for an interview in the week of April 15. The successful applicant will be notified by April 26th--provided Service Canada has approved funding.