



Summer Job Positions

8 weeks, 35 hr week, \$14/h
Between June 3, 2018 – August 24, 2019

The Social Development Centre Waterloo Region has openings for youth seeking experience in community organizing and social development:

Community Resource Associate:

- To assist with research and development of tools to support navigation of community and social service systems.
- To provide information and assistance to community members, particularly the members of disadvantaged groups with low literacy levels or mastery of English. They would include newcomers to Canada, persons with disabilities, persons living on low income, and other groups with social or employment barriers.
- To assist with updating and development of information resources, website content, social media platforms and applications that increase access to timely and appropriate information.

Social Planning Associate:

- To provide support to the groups with lived experience we support (Disabilities and Human Rights, Awareness of Low Income Voices, Renters Educating and Networking Together) in development of special projects and initiatives that the members of the groups themselves inform and design.
- To collect data from various sources and support the development of reports of social context, assets, issues and potential solutions.
- To assist in gathering data from group participants regarding diversity, inclusion and discrimination that is not readily available at the local level. To facilitate meetings, keep meeting records and help with the recruitment of group members by being a liaison with community groups and organizations.

Neighbourhood Outreach Associate:

- To assist the Festival of Neighbourhoods coordinator to achieve objectives for the 26th year of this initiative: updating tracking tools, maintaining inventory of tools and resources, supporting outreach activities in different neighbourhoods.
- Updating communication tools and strategy and assisting the coordinator in creating new connections with neighbours and with community partners.

These positions are open to youth between 15 and 30 years who are facing barriers to employment or professional development. The positions offer exposure to a broad range of activities and social issues, as well as opportunities to take initiative and test different ways of doing things.

Candidates are invited to submit an application including a resume and a cover letter stating the position you are applying to, why you are interested in that position and how your studies, experience and skills make you a good candidate.

Please submit your complete application by 12pm, Friday May 24th, 2019 to:
Executive Director, Social Development Centre Waterloo Region
23 Water St. N., Kitchener ON N2H 4A5
Email: admin@waterlooregion.org