www.5thstreet.ca
183 Fifth Street, Collingwood ON
L9Y1X5

Coordinator, Youth Development
Seasonal (8 Week Contract - Hybrid) - $18/hr

The Coordinator, Youth Development is a full-time seasonal position (35 hrs/week - 8 week contract) responsible for assisting the Charity in developing, promoting, and leading arts and theatre programs for children, seniors, and youth. This position has a flexible start date (mid-end of June).

Tasks will include but are not limited to the following:

- Assist with the development of the Kid's Summer Theatre Camp; assist with building relationships with participants and coordinating performances in acting, dance and singing.
- Assist in the promotion of the Creative Journeys Expressive Arts Trauma Therapy Group.
- Bring creative ideas to existing programs and assist in the development of future arts programs.
- Support the creation of engaging social media posts; help build Fifth Street's online presence.
- Respond to online comments and inquiries as they relate to Fifth Street's programs and initiatives.
- Assist with website updates.
- Research and identify funding sources for future programs.
- Provide other administrative tasks as required.

Applicants must:

- Be between the ages of 15 and 30 (grant requirement).
- Be a Canadian citizen, permanent resident, or refugee as per the Immigration and Refugee Protection Act for the duration of employment (grant requirement).
- Have a valid Social Insurance Number at the start of employment (grant requirement).
- Be available to work flexible hours, including evenings and weekends.
- Have reliable transportation and a valid vulnerable sector check (or willing to obtain).
- Have thorough knowledge of Google Suite, Zoom, Internet searching, basic computer troubleshooting, and social media tools; knowledge of Wix or Wordpress is an asset.
- Be comfortable with public speaking and working with a diversity of people; a performing or theatre background is an asset.
- Excellent communication skills, both spoken and written.
- Work independently and collaboratively.

Candidates are invited to submit resumes by email to ali@5thstreet.ca, referencing "Coordinator, Youth Development".

We would like to thank all applicants. Only those to be interviewed will be contacted.

Accommodations are available for all parts of the recruitment process, but we ask that you provide your needs in advance. If you require accommodation, please email ali@5thstreet.ca or call 647-928-8706.

Fifth Street Creative Initiatives is committed to Equity, Diversity, and Inclusion and welcomes applications from women, members of racialized communities, Indigenous people, people living with disabilities, people of any sexual orientation, and people of any gender identity or expression.