



Thunder Bay

## Job Description

updated 2025

<b>Position:</b>	Youth Worker	<b>Type of Employment:</b>	School Year contract
<b>Reports to:</b>	Windsor Coordinator	<b>Club Location:</b>	Windsor Unit
<b>Hours:</b>	Up to 22 / week (weekdays)	<b>Wage:</b>	\$18.20 / hour

### Overall function of the Youth Worker

To enrich the lives of children and youth in the Agency's catchment areas, by providing a diverse and challenging program that enhances their personal growth and development. Must be able to work 2:30 – 5:30 and possibly some early evenings.

### Qualifications & Requirements

Criminal / Child Welfare Check	First Aid & CPR
High Five Certification	Education in the Human Service Field
Previous work with children an asset	Class F is an asset (if over 25)

### Responsibilities

- Assist in the identification of the needs and interests of children and youth
- Attend and participate in training (online and in person)
- Ensure to be knowledgeable with fire / missing child safety procedures
- Assist in designing, organizing and implementing a diverse program of educational. Social, recreational, vocational, health and cultural age-appropriate activities.
- Ensure planning has a variety of indoor / outdoor activities
- Implement weekly calendars
- Promote and encourage participation by members and the general public in programs
- Supervision of children and youth in designated areas
- Maintain excellent attendance stats for future reports and statistical information
- Prepare incident reports when required
- Conflict resolution and behaviour management with members
- Administer first aid when required
- Bring to the attention of the Supervisor any concerns or incidents that require follow up.
- Provide a safe and healthy environment for all youth attending the Club.
- Cleaning & sanitizing the building, toys, furniture, etc...
- Ensure all areas are kept clean and change bulletin boards when needed
- Cleaning the playground and doing checks around the building regularly
- Any other related duties

**Time spent playing and listening to children is never time wasted!**