

# Outdoor Youth Program Coordinator

## Outdoor Youth Program Coordinator

St. John's Evangelical Lutheran Church

Location: Arnprior, Ontario

Salary: \$15.00 per hour

### Description:

St. John's Evangelical Lutheran Church in Arnprior, is running a six-month pilot of weekend outdoor programs for children. The program runs April to September. We are seeking two energetic, accountable Outdoor Youth Program Coordinators to join the pilot. These are part-time positions.

The Outdoor Youth Program Coordinators provide a safe and memorable outdoor experience for Arnprior area youth, giving children a chance to unplug from technology and enjoy nature in all types of weather. Each Outdoor Youth Program Coordinator will be responsible for one age group (tentatively ages 6-12 or 13-17). They will be assisted by a group of four parent or grandparent volunteers, as well as an activity specialist. Duties include coordinating the volunteers, registering the participants for each session and handling the logistics for the activity.

Project Coordinator Responsibilities:

- Working with the UNPLUG team, develop appropriate forms and procedures for the program and purchase any program materials needed.
- Source snacks being aware of dietary restrictions and allergies.

For each event:

- Assist the activity specialist with planning the schedule for the weekly program including an inspirational component. Sample activities include a visit to a farm identifying "skats & tracks" with a nature hike or treasure hunt, observing the day sky (clouds, colours, atmospheric conditions.)
- Register participants for each event; for a special field trip (older age group), arrange for drivers or carpooling.
- Arrive early for each event to welcome participants, collect fees and any needed forms. Organize the group into cohorts with assigned volunteer.
- Partner with the activity leader to lead the activity session,
- Run snack time.
- Report to the UNPLUG team after each event: the number of participants, highs and lows of the program and any notable concerns or incidents.

The time commitment for this position is 9-10 hours every second Sunday afternoon for 24 weeks, plus 10-14 additional hours for a total of 118 hours for Coordinator for the younger age group and 134 hours for Coordinator for older age group.

### Qualifications

The ideal candidate will be an excellent multi-tasker with a genuine passion for working with and empowering young people. Applicants should be patient, fun-loving and confident in their ability to motivate and assist youth in everything from meeting new friends to learning exciting new things about nature.

Additional qualifications include:

- At least 1-2 years of experience with child or youth centred programming, coordination and

- communication with volunteers.
- Experience in faith-based setting is an asset.
  - Proven track record of superior organization and multi-tasking.
  - Excellent interpersonal skills.
  - Must be able to participate in moderate physical activities.
  - First Aid course and vulnerable sector check are required (we'll pay the fees).

### **Additional Information**

Deadline to apply: March 16, 2021. Potential start date: April 1, 2021.

### **Contact Information**

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