

## EMPLOYMENT OPPORTUNITY

# Youth Program Assistant

### ABOUT:

LifeCycles is a charitable society working to cultivate community health by connecting people with the food they eat and the land it comes from. We support the region in growing, accessing and eating local food in ways that foster biodiversity and enhance our urban environment. Learn more about our work at [lifecyclesproject.ca](http://lifecyclesproject.ca)

LifeCycles is seeking an energetic and creative summer staff person as a **Youth Program Assistant** for our Seed the City summer work experience program.

[SEED THE CITY](#) is a program for high school students where they can gain experience in urban farming and gardening, earn credits towards graduation, explore career pathways in horticulture, and become part of the local food movement in their city. This program is a partnership between LifeCycles, [TOPSOIL Innovative Urban Agriculture](#), and the Greater Victoria School District.

Applicants must be eligible under Canada Summer Jobs guidelines. Applicants must be between 15 - 30 years old, and be Permanent Residents / Canadian Citizens.

### KEY RESPONSIBILITIES

- Assist with farming related work experience workshops and lesson plans to high school aged youth
- Assist the development lesson plans that can be used by facilitators and teachers
- Purchase materials required for the lesson plans
- Prepare and maintain an outdoor classroom courtyard space
- Collaborate on a pilot Victoria School Garden Volunteer project
- Collaborate on a summer schedule and program plan for Seed the City
- Assist with applications, interview, intake, exit surveys and evaluation for Seed the City
- Assist students with their individual needs throughout the Seed the City program
- Support the maintenance of a clean working environment for students and staff
- Assist with other LifeCycles projects as needed

### QUALIFICATIONS

- Great interpersonal skills and the ability to connect with youth
- Experience working with youth and people from diverse backgrounds is an asset
- Experience planning for and creating lesson plans or facilitating workshops is an asset
- The ability to adapt on the fly, and change work plans accordingly
- Creative, self-confident, highly motivated, with great leadership and problem-solving skills
- Must be able to work independently, and in teams

- Current First Aid / CPR C certification or willingness to obtain
- Ability to communicate well both verbally and in writing
- Knowledge of digital tools (Zoom, Google Suite, Canva) and social media (Facebook, Instagram, Twitter) are beneficial, but not require
- Class 5 Driver's license and clean driving record is an asset
- Awareness of food security issues and sustainability on Vancouver Island and in BC

## POSITION DETAILS

Approximate start date: **Early to mid June 2022**

Hours per week: **30 (4 days / week)**

Wage: **\$19.5 / hour**

*This position is dependent on funding from Canada Summer Jobs.*

All work will be conducted with adherence to current COVID-19 safety protocols.

Send applications by email to [info@lifecyclesproject.ca](mailto:info@lifecyclesproject.ca) by **April 19th**

Please email your application materials (resume and cover letter, ideally as one pdf) with the subject line: **Youth Program Assistant**

**\*\*Please include only your last name in the filename(s) of your application materials.\*\***

LifeCycles Project Society is an equal opportunity employer. We encourage women, people of Indigenous ancestry, people of colour, LGBTQIP2SA individuals and members of other diverse communities to apply for careers with our organization. LifeCycles runs programs on unceded Coast Salish Territories, specifically of the ləkʷəŋən and W̱SÁNEĆ peoples.

We thank everyone for their interest, but only those selected for interviews will be contacted.