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Youth Advocacy Coordinator (Part-time Temporary)

📅 Posted 28-Apr-2025 (PST) | 🏢 RCMP | 💰 \$ 32.20 per hour | ⌚ Hourly | 📄 Part-time Temporary | 🏢 CUPE
| 📄 Additional 15.5% in lieu of benefits, vacation and statutory holidays

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Penticton is a vibrant, innovative, healthy waterfront city focused on sustainability, community, and economic opportunity. At the City of Penticton, our goal is to serve our residents, businesses, and visitors through good governance, partnership and the delivery of effective and community-focused services.

We are seeking a dedicated and passionate individual to serve as the **Youth Advocacy Coordinator**. This part-time role involves coordinating and bringing together various community support groups to collaboratively address the needs of at-risk youth. The Coordinator will play a crucial role in fostering partnerships, facilitating meetings, and ensuring effective communication among all stakeholders.

Key Responsibilities:

- **Facilitate Meetings:** Organize and lead regular meetings of the Youth Support Action Table, ensuring active participation from all community support groups.
- **Build Partnerships:** Develop and maintain strong relationships with local organizations, schools, social services, law enforcement, and other stakeholders involved in youth support. Liaising with community groups, such as: Oonakane Friendship Centre, YMCA and Foundry.
- **Coordinate Efforts:** Ensure that all participating groups are aligned in their efforts to support at-risk youth, sharing resources, information, and strategies.
- **Communication:** Serve as the primary point of contact for the Youth Support Action Table, disseminating information, updates, and meeting agendas to all members (preparing written communications and compiling data in relation to the program).
- **Documentation:** Keep detailed records of meetings, decisions, and action items, and follow up on the implementation of agreed-upon strategies.
- **Advocacy:** Advocate for the needs and interests of at-risk youth within the community, raising awareness and promoting collaborative solutions.
- **Youth Engagement:** Develop and implement strategies to actively engage vulnerable youth in community programs, ensuring their voices are heard and their needs are met.
- **Reporting:** Provide regular reports on the progress and outcomes of the Youth Support Action Table to relevant stakeholders and funding bodies.

Required Knowledge, Abilities & Skills:

- Detailed knowledge of community service providers, with a focus on youth population (ie. Foundry).
- Demonstrated ability to work with a diverse and at-risk population.
- Ability to maintain positive community relations with community partners/stakeholders.
- Ability to work flexible shifts as needed- including evenings and weekends.
- Strong organizational and facilitation skills.
- Excellent communication and interpersonal abilities.
- Ability to work collaboratively with diverse groups.
- Proficiency in using digital tools for communication and documentation.
- Passionate about supporting at-risk youth.
- Empathetic and approachable.
- Proactive and solution-oriented.

Education, Training & Experience:

- Acquire and maintain an RCMP Enhanced Reliability Security Clearance.
- Possess a current BCDL with a clean Driver's Abstract.
- Have a vehicle for local travel.
- A degree in social work, community development, education, or a related field is preferred.
- Previous experience in community organizing, youth work, or a related area is highly desirable.

At the City of Penticton, we recognize that great talent and great ideas come from a variety of backgrounds. Tapping into the diversity of our community makes us all stronger and allows us to serve Penticton even better.

That's why we welcome all applicants to consider joining our team. We encourage Indigenous persons, people of colour, all genders and expressions, 2SLGBT2QIA+, persons living with disabilities, and others who reflect our ever-changing workplace to apply.

So, if your experience is close to what we're looking for, we would love a chance to talk about working with you. We welcome your cover letter and resume by **May 12, 2025**.

If you require any accommodations during the recruitment process, please contact us at HR@pentiction.ca, we'd be happy to hear from you!

Position type:	Part-time Temporary (This grant contract term will conclude April 10, 2026 , 20 hours per week). This position involves irregular hours and days of work, and may include weekends and evenings.
Wage:	\$32.20 per hour (CUPE)
Benefits:	Additional 15.5% in lieu of benefits, vacation and statutory holidays (unless permanent).
Competition #:	25-65