



YOUTH DEVELOPMENT LEADER 2

South Arm Community Association is now accepting applications for the Youth Development Leader 2 position. Under the guidance of and reporting to the Youth Development Coordinator, the Youth Development Leader 2 is responsible for leadership of youth (and preteen) programs within a recreation and cultural services setting.

Duties & Responsibilities:

- Deliver, instruct and lead a variety of programs and activities for youth
- Develop positive relationships with youth; create an all-inclusive welcoming environment, instill a youth-involved process; facilitate group settings
- Connect youth into programs, projects, advisory groups and volunteering
- Promote the 40 Developmental Assets
- Assist with large-scale special events
- Recognize and acknowledge youth accomplishments
- Articulate boundaries governing appropriate behaviour and use of the centre
- Demonstrate a working knowledge of popular youth culture
- Create, prepare and distribute promotional materials using mixed mediums; promote events and programs by directly contacting youth
- Assist with liaising with elementary and secondary schools
- Follow risk management protocols; update risk management and emergency protocols as required; complete incident and accident reports in a timely manner
- Meet regularly with supervisors and staff
- Provide regular updates/reports for staff, youth workers and committees
- Keep current with trends/issues related to youth
- Responsible for documenting and reporting child abuse to supervisors and the Ministry
- Responsible for filling out incident report forms
- Other related duties as assigned; duties may vary by facility

Required Qualifications:

- Grade 12 plus 40 hours working/volunteering with youth or an equivalent combination of education and experience
- BCRPA High Five - Principles of Healthy Child Development Certification
- Standard or Emergency First Aid and CPR
- Police Information Check

Desirable Qualifications:

- Experience or education related to social work, counselling, addiction and drug or alcohol abuse
- Experience or education related to sports instruction (volleyball, basketball and flag football), and cooking
- Experience with volunteer boards
- Experience working within a program budget
- Facilitating and mentoring experience
- Volunteer coordination experience
- Conflict resolution skills
- Knowledge of popular youth culture
- Marketing and event planning skills
- Class 7 driver's license

Hours of Work:

- \$19.56–\$22.01 (Wages as of September 1, 2024)
- Up to 10 hours/week. Must be available Fridays, Saturdays and Sundays.

Interested candidates may apply for this position by sending a resume with a cover letter that reflects their knowledge, skills and abilities relevant to the position. Applications will be reviewed starting **Tuesday, September 1, 2026**, and accepted until the position is filled. Please send your application to:

Payton McNeill, Youth Development Coordinator
E-mail: pmcneill@richmond.ca



The South Arm Community Association thanks all applicants in advance for their interest. Only those candidates under further consideration will be contacted. Duties may be carried out in a City-owned facility; however, the City is **not** the Employer for this position.