

SUMMER JOB OPPORUNITY

POSITION: Youth Employment Facilitator (2 Positions available)

AREA OF SERVICE: GTA

RATE OF PAY: \$11.40/Hour – Must be available to work 35 hours/week

START DATE: Immediately

Job Summary

The Youth Employment Facilitator will be working in a summer job transitions program for youth who have an intellectual disability who are transitioning from high school. The facilitator will be acting as a mentor to the students and assisting them as they move through the job search process. The Youth Employment Facilitator will shadow Community Living Toronto staff in order to learn best practices in community outreach, intake, job development and job coaching.

Job Qualifications:

Under the general supervision of Community Living Toronto staff the Youth Employment Facilitator will:

- Approach potential employers about hiring employees with a disability
- Assist with the intake process through interviewing and community outreach to ensure the student job seekers who attend the Summer Job Transitions program match the available levels of support
- Negotiate for proper level of on the job accommodations for the job seekers who have a disability
- Be responsible for supporting, supervising and training young job seekers with a disability on the job
- Assist with running an employment readiness workshop for the young job seekers with a disability
- Assist with the recruitment process
- Assist with social media campaigns to advertise the success of the project
- Attend meeting with Community Living Toronto staff as needed
- Work within an operational budget
- Assist job seekers in developing realistic employment goals
- Make 'cold-calls' to employers and follow-up meetings to secure work opportunities for students with a disability
- Develop positive relationships with various employers
- Document progress of job seekers as required

Job Requirements:

- Be flexible and able to travel throughout the city to meet the needs of the program
- Must be First Aid/CPR certified or able to obtain certification within the first month of being hired
- Must be between the age of 18-30 at the start of employment
- Was registered as a full-time post-secondary student during the preceding academic year and intends to return to school on a full-time basis during the next academic year
- Is legally entitled to work in Canada

**TO APPLY
SEND YOUR COVER LETTER AND RESUME TO:
Careers@cltoronto.ca**

PLEASE QUOTE JOB POSTING #SU17-01

When required and upon request, accommodations for disabilities will be provided.

**We thank everyone for their interest in Community Living Toronto; however,
Only applicants with the necessary qualifications, experience and education will be contacted
for an interview**