



POSITION DESCRIPTION

JOB TITLE: Community Development Worker Intern – Physical Literacy

RESPONSIBLE TO: Community Health Director

SUMMARY OF FUNCTION:

*The role of the **Community Development Worker Intern – Physical Literacy** serves as a champion of the Vision and Mission and promotes an environment that is consistent to the Health Centre's Statement of Values and Principles. The Community Development Worker Intern – Physical Literacy is an essential member of the client-centred professional team and will provide ongoing support and assistance to the Health Promotion Team in research, development, planning for, implementing and evaluating the effectiveness of a physical literacy component of an existing children's program called Grub Club.*

Grub Club is a cooking and gardening program that incorporates outdoor games and exploration and has recently received funding to expand the physical literacy component of the program. The Community Development Worker Intern would work closely with the Health Promotion team to apply the Canadian Sport for Life physical literacy concepts into a working resource that can be shared with other programs and organizations.

DUTIES:

- To assist the Community Development Worker with the development of a physical literacy component of the existing Grub Club program and to facilitate Grub Club programming.
- Administration around the coordination and implementation of Children's Grub Club,
- To help with participant recruitment, program promotion and evaluation;
- To assist with the development of curriculum, workshops, and preparation of group activities;
- To lead cooking and gardening activities independently with children ages 6-12
- Act as an ambassador for the Health Centre, discussing programs and services and promoting healthy lifestyles;
- To fundraise and organize a donations drive;
- To be involved with various community development and outreach opportunities;
- To create, set-up and operate displays at community events;
- Computer and data entry as needed;
- Assist and support the HP Team and North End Community as required;
- Other duties as may be assigned.

QUALIFICATIONS:

- Strong interest in Sports and childhood education
- Ability to work independently and with a team
- Research, program facilitation, report writing

- Experience outreaching to, and coordinating volunteers
- Passionate about food security, and sustainability;
- Knowledge and hands on experience of organic vegetable gardening;
- Commitment to fostering a positive community atmosphere;
- Experience in cooking in community a strong asset
- Ability to perform moderate physical labour;
- Ability to organize, prioritize, and follow through;
- Excellent communication and interpersonal skills;
- Demonstrated experience with Microsoft Office and other related office software;
- Experience working with non-profit organizations an asset;
- Candidate must have been a University or College student in the previous academic year, with plans of returning the following year;
- Ability to work flexible hours in order to meet the needs of the community, including early mornings, evenings, and weekends.

Revised: March 2018