Employment Opportunity

Youth Program Team Leader
Permanent Part-Time (0.8 FTE)
Application Deadline: Monday, March 10, 2025

The Town of Morinville is a growing community on the doorstep of Metro Edmonton. Developed on a foundation of rich heritage and culture spanning 100+ years, it offers an excellent quality of life with convenient access to all nearby big city amenities while retaining the characteristics of a vibrant and flourishing centre for the surrounding rural community.

Reporting to the FCSS Child and Youth Programmer, the Youth Program Team Leader supports the development, coordination, and delivery of preventative social service programs that enhance youth well-being and quality of life in the community. This role provides leadership, mentorship, and guidance to youth program leaders and volunteers while ensuring all programs offer safe spaces, educational opportunities, volunteer development, and youth leadership activities. Working within the standards set by the Family and Community Support Services (FCSS) Association of Alberta, the Youth Program Team Leader helps align youth programming with the broader goals of fostering positive engagement and growth.

Key Responsibilities:

- Work with the Child and Youth Programmer to design and implement activities that align with FCSS guidelines, ensuring diverse and enriching experiences for participants.
- Network with schools, libraries, and community partners to promote youth programs and increase participation.
- Raise awareness of social issues through presentations, community displays, and workshops.
- Organize key initiatives such as Youth Week and Morinville Youth (M.Y.) Loft to maximize community involvement.
- Respond promptly to customer inquiries and concerns while following best practices to ensure positive and professional customer interactions.
- Adhere to Alberta OHS regulations, manage incidents, and ensure a safe environment for all participants.
- Complete reports, participate in safety inspections, and stay up to date on required certifications.
- Assist with municipal and FCSS initiatives, contributing to broader community engagement.
- Support community events and initiatives within the Town of Morinville, enhancing community engagement and ensuring the successful delivery of municipal and FCSS programs.

Requirements:

- High School Diploma is required.
- Preference will be given to candidates with partial or completed post-secondary education in Human Services, Education, or a related field.
- Minimum 2 years of experience working with youth in a community, social services, or related environment, with a focus on program delivery, mentorship, or support services.
- Valid Class 5 Driver's License and access to a vehicle is required.
- Valid Standard First Aid and CPR/AED Certificate is required.
- Proven experience in program planning and coordination, including the design, implementation, and evaluation of youth-focused initiatives to support engagement and development.
- Exceptional communication, interpersonal, organizational, and leadership/supervisory skills.
- Proficiency in standard office software and technology platforms for communication, scheduling, data management, and reporting.
- High Five training is an asset.
- The successful candidate will be required to provide a Vulnerable Sector Criminal Record Check and Drivers Abstract.

Compensation/Hours of Work: Hourly wage rate is $24.38—$29.11 per hour (7 Step Grid), based on a 28-hour work week. We offer a comprehensive benefits package including Pension, professional development opportunities and a supportive work environment.

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To apply to this position please visit www.morinville.ca/careers

We thank all applicants for their interest; however, only those under consideration will be contacted. The Town of Morinville values and supports diversity and inclusion in the workplace and encourages all qualified individuals to apply. Accessibility accommodations are available on request for candidates taking part in all aspects of the selection process.