



BGC Niagara is seeking candidates to carry out the duties of Part Time Residence Coordinator

Part Time Residence Worker

The Residence Coordinator will be responsible for the safe, effective, and efficient delivery of programs reporting to directly to the Manager.

Responsibilities:

- Provision of safe, effective and efficient delivery of service of Boys and Girls Club Programs through the Nightlight Youth Services residence
- Supervise and instruct participants as scheduled
- Assist in ensuring quality standards of the program are maintained
- Assist in providing support and case management
- Assist with implementing of Boys and Girls Club Programs
- Collect statistical data as assigned
- Collect and report participant feedback regarding facility and programs
- Ensure Manager is kept well informed of issues and needs of the program
- Able to work days, evenings, overnights and weekends

Terms of Employment:

- Part Time (0-30 Hours a week) hourly contract positions

Qualifications:

- College Diploma or University Degree in the Human Services Field
- Current Police Clearance Check that is obtained within the past 6 months.
(Note: There is currently a 6-8 week delay in processing with the Niagara Regional Police.)
- Immunization records, First Aid & CPR 'C'

Application:

Please send cover letter and resume to hrrassistant@bgcn.ca by **e-mail** quoting the job title in the subject line.

Address: 8800 McLeod Rd.
Niagara Falls, ON L2E 6S5



Fax: (905) 357-7401

Website: bgcn.ca

The Boys and Girls Club of Niagara is an equal opportunity employer committed to inclusive, barrier-free employment. We will accommodate the needs of its employees under the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act (AODA) throughout their employment. Please advise the Human Resources Department to ensure your accessibility needs are accommodated. Information received relating to accommodation measures will be addressed confidentially.