



# Frog Hollow

NEIGHBOURHOOD HOUSE | SINCE 1968

[www.froghollow.bc.ca](http://www.froghollow.bc.ca)

2131 Renfrew Street  
Vancouver, BC V5M 4M5

T: 604.251.1225

F: 604.254.3764

E: [contact@froghollow.bc.ca](mailto:contact@froghollow.bc.ca)

## Indigenous Youth Programmer Indigenous Youth Employment Program (IYEP)

The **Indigenous Youth Programmer** supports the IYEP Coordinator to plan, implement, and evaluate the Indigenous Youth Employment Program. The Indigenous Youth Employment Program supports Indigenous youth between the ages of 17-29 to overcome barriers and acquire skills and training to achieve sustainable employment. The position works out of Drive Youth Employment Services, Frog Hollow Neighbourhood House's youth satellite, and in the community. The position reports to the IYEP Program Coordinator.

<b>Hours:</b>	28 hours per week (Monday – Thursday)
<b>Contract:</b>	ASAP until March 31, 2025 with possibility of extension
<b>Starting Wage:</b>	ANHBC Band P4 \$22.90-\$24.11/hour

### Duties and Responsibilities:

- Support the Coordinator to oversee daily operations of the Indigenous Youth Employment Program
- Provide a physically and emotionally safe environment for all youth participants, staff and volunteers
- Mediate, counsel, and act as a role model for participants/volunteers
- Provide support to youth in the program, both 1-1 and group based
- Co-facilitate training workshops and share input for curriculum
- Promote, market, educate and solicit the community and service agencies to recruit Indigenous youth with barriers to employment
- Uphold a high degree of professional integrity; represent the organization at community meetings
- Network with community partners including employers to secure and sustain work placements
- Administrative duties including monthly reporting, program scheduling, and purchasing within program budget
- Other duties as assigned by the Program Coordinator

### Qualifications:

- Degree in related field or suitable combination of education and experience (minimum 2 years); lived experience an asset
- Experience working with Indigenous youth
- Extensive knowledge of the barriers Indigenous youth between the ages of 17-29 face in terms of employability
- A strong understanding of Indigenous culture and reconciliation processes

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- Demonstrated skills in youth support and outreach
- Experience in facilitating employment programs including pre-employment counseling/coaching, job search assistance, identifying skills and strengths for career options, creating resumes, job search workshops and interview skills
- Proven ability to liaise and build relationships with service providers and community members
- Commitment to ongoing personal and professional development

***Please quote “Indigenous Youth Programmer” in the email subject and submit a resume and cover letter in one PDF to***

*Rosie Forth, Acting Director of Youth Services & Communications at [rosie@froghollow.bc.ca](mailto:rosie@froghollow.bc.ca).*

*Applications will be accepted on a rolling basis until the position is filled.*

*Only short-listed candidates will be contacted.*

The Association of Neighbourhood Houses of BC (ANHBC) is an equal opportunity employer. Our work is centered on inclusion and equity, to build social connection and to break down discrimination through community building. We strongly encourage applications from people who identify as Black, Indigenous, and People of Colour (BIPOC), individuals with disabilities, and members of the LGBTQIA2S+ communities.

Frog Hollow Neighbourhood House/ANHBC is committed to protecting the health and safety of its employees and the community. Subject to legal exemptions, proof of COVID-19 vaccination status will be required for this role prior to starting employment.



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