EMPLOYMENT OPPORTUNITY

POSITION: Activities Support Worker

DEPARTMENT: HEALTHY LIVING PROGRAM

COMPETITION NUMBER: 2019HLP-ASW01

APPLICATION DEADLINE: 4:00 p.m., Monday, September 16, 2019

SALARY/WAGE: $15.00 per hour

POSITION TYPE: Term, Part-time, 22.5 hours per week. As soon as possible – January 31, 2020.

ANTICIPATED START DATE: As soon as possible

LOCATION: WINNIPEG, MANITOBA

JOB SUMMARY
The Healthy Living Program is a holistic based program that focuses on personal development, fitness, nutrition and gardening for adult learners of the Aboriginal Community Campus, Neeginan Learning & Literacy Centre, Neeginan College of Applied Technology and tenants in Neeginan Village Student Housing. Under the direction of the Healthy Living Team the Activities Support Worker will assist with various activities and events, and provide program support. The successful candidate will be engaged in providing support in the areas of: cultural awareness, health and wellness, personal development, physical fitness and nutrition. Hours of work will be flexible, but will not exceed 22.5 hours of work per week. Program hours typically range from 8:00 a.m. to 5:30 p.m., Monday to Friday; however, evening and weekend work will be required based on the needs of the program.

PRIMARY DUTIES AND RESPONSIBILITIES
• Work as part of a multi-disciplinary team in supporting and implementing components of the program.
• Assist with implementing fitness and nutrition programs to educate adult learners on healthier living.
• Assist in the operations of the Learning Garden including daily maintenance, planting and harvesting.
• Oversee personal development activities and opportunities for adult learners.
• Supervise adult learners who will be assisting in the operations of the Learning Garden.
• Promote gardening as a family activity.
• Administrative and Clerical Support

REQUIREMENTS
• Enrolled in post-secondary education
• An acceptable combination of education and experience may be considered.
• The successful candidate shall be required to undergo a Criminal Record Check and Child and Adult Abuse Registry Checks.

KNOWLEDGE, SKILLS, AND ABILITIES
• Ability to learn new skills and responsibilities in a very timely manner.
• Ability to creatively promote healthy living.
• Embrace a healthy living philosophy and be skilled at motivating and mentoring students to participate and adopt a healthy living philosophy.
• Knowledge and awareness of fitness and recreational activities.
• Ability to supervise and lead healthy living and personal development activities.
• Must possess good computer literacy skills and have the ability to input, record and compile data.
• Strong work ethic, with good organizational and interpersonal skills.
• Possess facilitation skills.
• Effective verbal and written communications skills.

APPLICATION PROCESS
Submit your cover letter and resume to employerrep@abcentre.org or in person in room 304 at 181 Higgins Avenue by 4:00 p.m., Monday, September 16, 2019.

Preference will be given to Indigenous candidates (Status, Non-status, Métis, or Inuit). Only those selected for an interview will be contacted.