

# Job Opportunity: Youth Engagement Coordinator

## CANADIAN COUNCIL ON INVASIVE SPECIES/ONTARIO INVASIVE PLANT COUNCIL

**Location:** This position is **remote from anywhere in Ontario with occasional travel within the province.**

**Duration:** Full-time, until March 31, 2024 (with possibility of extension)

**Hours:** 37.5/week

**Salary range:** \$45-50,000

**Start Date:** July 3, 2023

### About Us

The Ontario Invasive Plant Council is a not-for profit organization that aims to raise awareness and promote a coordinated response to the growing threat of invasive plants in Ontario through research, networking development, outreach, and education. The OIPC is guided by a Board of Directors comprised of volunteers from federal and provincial government agencies, non-governmental organizations, municipalities, conservation authorities, industry, and various non-governmental organizations. This position is a collaborative initiative between OIPC and the Canadian Council on Invasive Species (CCIS). The CCIS is a national non-profit organization that works with partners across Canada to support actions and share information that can help reduce the threat and impacts of invasive species.

### Job Overview

As Youth Engagement Coordinator, you are passionate about empowering youth. You work with youth locally and virtually to encourage, inspire, and support them to lead projects to address invasive species and other environmental issues in their communities. While your focus will involve youth in your province, you will connect with other Youth Engagement Coordinators in other provinces to foster a strong youth network at a national level.

You will be responsible for recruiting youth and young adults (predominantly ages between 15-30) to volunteer and make a difference in their local community to create healthier landscapes, free of invasive species. Your role will involve coordinating and delivering capacity-building opportunities for volunteers, as well as facilitating networking and knowledge exchange opportunities.

### Responsibilities and Duties

- Identify, directly engage, and support youth/young adults in their community and/or online to build capacity and skills to become solutions leaders in their communities.
- Facilitate meaningful dialogue between a wide range of youth and young adults, enabling responsible actions to protect the environment in their communities.
- Support planning and delivery of events to bring individuals together for enhanced work and life skills, and to learn from experts on a variety of topics including invasive species, outreach, and communications.

- Mentor youth to develop and skills and confidence to lead community projects
- Build and support a virtual youth network to enable on-the-ground conservation action and to help inform future priorities and actions.
- Foster an inclusive environment with youth, engaging youth from diverse backgrounds.
- Work collaboratively with a national team, including program staff and volunteers, to enhance the role of organizational partners as outstanding leaders in youth engagement and development.

## Knowledge and Skills:

- Experience participating in and/or coordinating community volunteer projects.
- Experience in safety and training volunteers and youth to take part in safety protocols
- Experience inspiring youth / young adults and peers to take action.
- Strong written and oral communication skills
- Leadership and self-motivation
- Experience working with online communication tools, or the willingness to learn.
- Able to work flexible hours (evenings/weekends) corresponding with youth
- A positive and energetic attitude

## Other relevant skills you may have:

- Experience with youth engagement
- Experience engaging youth in Indigenous communities
- Knowledge of invasive species and/or stewardship
- Experience with using technology to facilitate engagement
- Experience with event coordination
- Fluent in French and/or other languages

## Benefits

- Access to health benefits within three months of start date
- An opportunity to expand skills in natural resources sector with a nationally recognized non-profit.
- Flexible work hours and ability to work from home.
- Career development training

## Closing date for applications is June 9<sup>th</sup> 2023.

Please submit your application by email in the form of a single PDF document including a resume and **cover letter** with the title of 'Youth Engagement Coordinator' in the subject line of the email to:

[jobs@canadainvasives.ca](mailto:jobs@canadainvasives.ca)

We thank all applicants for their interest in working with the Canadian Council on Invasive Species, only those who are short-listed will be contacted.

The Canadian Council on Invasive Species and its Chapters are committed to equality, diversity, and inclusion in the workplace. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, disability, and age. We encourage those who self-identify as Indigenous, BIPOC, and LGBTQIA+ to apply.