



Job Opportunity

Job Title: Youth Program Manager

Terms: 36 hrs/wk, full-time permanent

Start Date: Sept 2021

Salary: \$46,800 - \$48,672 (\$25 - \$26/hr)

Benefits: 5 weeks vacation | \$500 Health Spending Account

Are you inspired by land-based education for BIPOC youth? Are you a confident youth facilitator? Do you have experience managing projects? We're looking for someone to lead EYA's exciting new land-based employment training program for BIPOC youth, including planning and delivering 10-week training programs and organizing work placements at local environmental organizations.

Key responsibilities

- Design lesson plans engaging youth to develop [employability skills](#)
- Apply a trauma-informed and decolonial lens to curriculum design
- Supervise and support a team of two program coordinators
- Manage project timelines, deliverables, and budget
- Plan and co-facilitate 10-week land-based training programs for BIPOC youth
- Support design of lessons on horticulture, habitat restoration, and Indigenous knowledge
- Develop partnerships with work placement employers
- Support youth and employers during work placements
- Support youth to connect with community resources
- Develop positive relationships with Indigenous Elders and Knowledge Keepers
- Lead the recruitment of 5-6 youth participants per cohort
- Coordinate program logistics (materials purchase, scheduling guests, etc.)
- Monitor and track progress of youth participants
- Manage program administrative tasks
- Lead program evaluation: youth surveys, interviews, etc.

Requirements & assets

- 1 - 2 years experience managing projects; ideally some budget experience
- Experience planning and facilitating programs for youth
- Experience supervising and supporting a small staff team or volunteers
- Experience designing curriculum and lesson plans
- Able to manage a large project and achieve deliverables
- Knowledge of basic [employability skills](#) through training or lived experience
- Knowledge of trauma-informed practice and decolonizing practices
- Knowledge of local native plants, ecology, and land stewardship **an asset**
- Clear and open communication skills
- Able to work collaboratively with a small team
- Highly organized and a good problem solver
- Committed to doing your best work
- Flexible and willing to pitch in to make things happen
- Personal values fit with EYA mission and culture
- Satisfactory criminal record check, including vulnerable sector check

EYA prioritizes applications from people who identify as Indigenous, Black, People of Colour, LGBTQ2S, living with a disability, and others with lived experience of oppression. We encourage you to self-identify in your application.

About the organization

EYA engages youth facing barriers to become environmental stewards. We provide land-based education and paid job training programs that braid Western and Indigenous perspectives on land stewardship. Our work is grounded in an acknowledgement of the intersection of social and environmental injustice. You'll be joining a collaborative team of caring, creative, fun, like-minded colleagues and an organization committed to decolonizing action. Find out more about our team and work: www.eya.ca

How to apply

E-mail a resume and cover letter to Emily Keller, Executive Director with "Program Manager application" in the subject line: jobs@eya.ca

The deadline to apply is **August 2 or until filled**. Applications will be reviewed on submission and interviews will be scheduled on a rolling basis.