

Family Services Intern

NOTE: Positions are fully dependent on confirmation of Service Canada, Canada Summer Jobs funding expected in May 2019.

Contract position: 16 weeks to be confirmed

Approximate timeline: May-August to be confirmed

Neighbour to Neighbour Centre's 28 Athens location, is looking to recruit a summer student in the Family Services department. This person will assist with both the Family Services and Emergency Food programs, alternating one week in the Family services program and one in the Emergency Food.

Primary tasks for the Family Services Department will include: meeting 1:1 with service users (primarily via phone and internet,) booking appointments, completing and submitting documents, data entry and filing.

Primary tasks for the Emergency Food Department include: receiving donations, loading and unloading, sorting, lifting 30lbs/14kgs many times per day, stocking shelves, registering and serving participants, assisting with home deliveries.

Candidates must share Neighbour to Neighbour Centre's Mission, Vision & Values. They must be self-motivated, willing to accept direction, and have a good work ethic.

Core Competencies

- Integrity
- Excellence
- Respect
- Teamwork & Collaboration
- Commitment to Diversity, Equality & Inclusion
- Conflict Resolution
- Oral Communication
- Privacy & Confidentiality
- Flexibility

- Customer Service
- Working knowledge of local social service systems, services and programs commonly accessed by persons experiencing income and food insecurity
- Must be able to lift and briefly carry 30lbs/14kgs many times each shift
- Must be able to climb stairs while carrying 30lbs/14kgs throughout each shift
- Must have a driver's license and vehicle that is insured for employment use

Additional Assets

- Lived experience of, and/or commitment to issues of hunger, poverty and social justice
- Education in Social Service work or Social Work
- Ability to communicate in a second language (Arabic, Spanish and Kurdish speaking are highly represented in our community).

To be eligible, students must:

- be between 15 and 30 years of age at the start of the employment;
- be a Canadian citizen, permanent resident, or person to whom refugee protection has been conferred under the *Immigration and Refugee Protection Act*³; and
- be legally entitled to work in Canada in accordance with relevant provincial/territorial legislation and regulations.

*Neighbour 2 Neighbour is providing essential services to our community during the COVID-19 pandemic. We adhere to all Provincial orders to protect the health and safety of staff, volunteers and participants/clients.

To apply, send a letter of application and resume to Karen Van Luven;
kvanluven@sympatico.ca.