

*Northern Youth Abroad* (NYA) enables youth aged 15 to 22 living in Nunavut and the Northwest Territories to acquire skills and training, hands on work experience, and high school credits through a cross cultural work and learning experience in southern Canada and abroad. NYA seeks to foster cross-cultural awareness, individual career goals, and international citizenship in Northern youth. We promote leadership development, healthy self-confidence and self-esteem by providing life-changing experiences.

NYA is seeking experienced, motivated, and responsible candidates to act as Project Leaders for its 2017 summer program. Successful applicants will form a team of leaders who will lead a group of 16 youth (16-22 years old) for 8 weeks from approximately June 30<sup>th</sup> – August 15<sup>th</sup>. This will include NYA's Orientation and Re-Orientation programs, as well as a placement at Algonquin College where the team will take part in training, and a number of activities.

#### **The Project Leaders' role requires you to work as a team to:**

- Lead, coordinate and supervise the team during all aspects of placement. This position requires Leaders to live onsite with the group, and take part in all activities throughout the 8-week placement.
- Handle all logistics and team coordination, which includes facilitating and coordinating every element of group life (cooking meals, shopping, travel, training and volunteer work). Team members are each expected to take on responsibility in each of these regards, but will require support and direction.
- Report to the NYA office, including keeping in regular contact before, during, and post placement, fulfilling all reporting requirements and notifying the Executive Director of any unexpected situations or changes to any of the project parameters.
- Assist with group preparation and Participate in the participant orientation and reorientation workshops in Ottawa.
- Mentor and supervise the participants to ensure a safe and meaningful program, and create a fun, productive and harmonious team dynamic that encourages learning, growth and achievement.
- Work with the Participant Achievement Coach to accomplish NYA's learning objectives, plan activities and support Participants in a harmonious and rich atmosphere.
- Work under the direction of the Executive Director, and in collaboration with other staff and volunteer and program partners.
- Supervise the completion of program requirements (program curriculum, volunteer work placement etc).
- Manage placement budget and monies for program and participants.
- Submit narrative report and financial reports to NYA within the timelines requested

#### **Qualifications include:**

- ❖ Experience working with youth in a supportive role, and be comfortable providing mentorship, guidance and encouragement in a positive and encouraging way. Previous experience in supervising youth, assessing needs, counselling, and education are all assets.
- ❖ Prior experience working with Northern Canada and/or Indigenous youth is a strong asset, as is knowledge of the issues affecting youth living in the Canadian north.
- ❖ Strong leadership and team building skills that will provide you with the experience necessary to create a strong and positive dynamic within the team.
- ❖ Available to live with and supervise the team of Participants for the duration of the project.
- ❖ A self starter who is comfortable in a role that requires initiative, creativity and resourcefulness to leverage the resources available in a way that provides the richest experience possible to Participants.
- ❖ Flexibility, energy and enthusiasm for working in this unique and meaningful onsite role with Participants as part of a team.
- ❖ Willingness to take on a role that requires a broad spectrum of tasks, duties and responsibilities.
- ❖ Comfort and willingness to enforce NYA rules, policies and behaviour guidelines, and to work with other staff, volunteers and participants to create a safe and positive atmosphere and experience.
- ❖ Able to work cooperatively and collaboratively in a small team environment, and to pitch in as necessary when help is needed by other staff, or volunteers.
- ❖ Strong communication, research and organizational skills.
- ❖ First Aid training (or the willingness to acquire).

All travel, accommodation, food, and related incidentals are covered during all aspects of placement, the training weekend and at the orientation and re-orientation along with a weekly salary during placement. Interested candidates should submit their resume and cover letter online (<http://nya.ca/current-opportunities/>) or by email to [rebecca@nya.ca](mailto:rebecca@nya.ca) by April 18<sup>th</sup>, 2017. Please submit your application in one document, preferably in PDF format. Only those applicants selected for an interview will be contacted.