



**Canadian  
Cancer  
Society**

**POSITION: Youth and Young Adult Program Specialist**

**DEPARTMENT: Camp Goodtimes**

**LOCATION: Vancouver**

### **WHY JOIN THE CANADIAN CANCER SOCIETY (CCS)?**

The Canadian Cancer Society works tirelessly to save and improve lives. We fund the brightest minds in cancer research. We provide a compassionate support system for all those affected by cancer, from coast to coast and for all types of cancer. As the voice for Canadians who care about cancer, we work with governments to establish health policies to prevent cancer and better support those living with the disease. No other organization does all that we do to improve lives today and to change the future of cancer forever.

### **JOB OVERVIEW**

Under the Camp Goodtimes program umbrella, the Program Specialist is responsible for developing, designing, and overseeing outcome-based programs that provide inclusive and relevant recreation experiences for youth and young adults affected by a cancer diagnosis. This position will design and oversee engaging and inclusive programs for youth and young adult participants of all ability (cognitive and physical) levels at Camp Goodtimes in the summer, during year-round programs and any virtual based programs.

This includes adapting programs and working with facilitators to meet and be inclusive of all the various needs of participants. This includes working with and changing programs based on direct feedback from the population to enhance and further support their needs.

This position is responsible for the creation and implementation of support programming for the AYA (Adolescence Young Adult) population nationally.

This position is a full time 37.5 hours per week and permanent working out of the Vancouver office or remotely. In June and July, this position lives on-site at camp and has 1 seasonal program facilitator direct report.

### **WHAT YOU'LL BE DOING:**

#### **Program Development and Implementation of Youth and Young Adult Recreational Programming**

- Understands and implements the vision, mission and goals of Child Youth and Family programming and the Canadian Cancer Society.
- Supports the development of new programming for youth participants throughout British Columbia and Atlantic Canada.
- Plans and implements youth social events, weekend retreats, and leadership programs for youth participants.
- Leads all youth-centric programming in the summer, specifically the [LIT](#) and [EXP](#) programs, and [Teen Camp](#) programming.
- Works with the Sr. Manager, Child, Youth and Family to create program plans and curriculum updated for all youth programming.
- Supports the development and implementation of [Breaking Borders](#) in BC and in expanding markets.
- Facilitates all youth and young adult program sessions year-round. This includes the capstone trip or program of Breaking Borders, as well as the Youth Retreat.
- Designs, develops, and implements support programming for the Adolescents and Young Adults with Cancer (AYA) population nationally.
- Work alongside the Clinical Coordinator to design programming that is inclusive, supportive, and appropriate for the participant demographic.



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- Collaborate with other oncology program providers to connect regarding for program best practices
- Re-develop programming based on feedback and industry changes
- Ensure program areas adhere to CCS Policies, Canadian Camping Policies and Children Oncology Camping Association Policies

#### **Provide leadership opportunities to youth during summer camp programs, and throughout the year**

- Establishes relationships with Camp Goodtimes youth to understand each participant's camp experience and support their needs.
- Facilitates the Youth Council and ensures that these youth provide regular input to the program, and take on leadership roles as appropriate.
- Supports all youth participants to become leaders in ways that match their interests and abilities.
- Delivers curriculum that is accessible to participants with a wide variety of physical, neurocognitive, and psychosocial abilities.

#### **Volunteer engagement and management**

- Advises on volunteer position description needs and works with Program Specialist – Volunteer Support
- Facilitates training sessions for volunteers who will work with youth and young adults.
- Collaborates with other staff to place volunteers in appropriate roles.
- Manages and supervise volunteers during program activities.
- Provides coaching and feedback to volunteers.
- Uses professional expertise to provide and recommend strategies and behavioral intervention techniques to staff and volunteers to best support youth participants.
- Assumes direct responsibility for informal recognition of all volunteers

#### **Participant Recruitment and Screening**

- Creates communication materials to promote and inform youth of events and opportunities.
- Liaises with community partners (i.e. BC Children's Hospital and Surrey Memorial) to recruit participants. This also includes creating new community partners to recruit young adult participants through YACC, VGH, BC Cancer, ect.
- Assist with youth participant screening and intake for year-round and summer programs.
- Creates and implements recruitment and communication strategy for new Young Adult program – Breaking Borders

#### **Reporting and Evaluation**

- Implements evaluation tools for all youth and young adult program offerings.
- Assists Sr. Manager, Child and Youth programs on results of evaluations into future program planning.
- Contributes to annual debrief on Camp Goodtimes programming to increase process improvements and create strategic plans for future youth and leadership programs.
- Assists, Sr Manager, Child, Youth and Family Programs with monitoring and reporting on annual program budget.

#### **QUALIFICATIONS:**

##### **4 - 6 years - similar or related general experience in the following:**

- Previous residential camping experience or understanding of residential camp culture



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- Experience developing and facilitating inclusive recreation programming for children with a range of physical disabilities and/or developmental delays;
- Experience providing social-emotional and behavioural support to youth;
- Experience developing and facilitating youth leadership programs;
- Experience leading backcountry and overnight wilderness trips;
- Experience working with diverse groups of people;
- Event management experience is an asset.

#### **Knowledge, skills, abilities and additional requirements**

- Knowledge of behavioural interventions for youth and young adults
- Knowledge of pediatric oncology and the psychosocial aspects of oncology including the late effects of treatment, or strong knowledge of trauma work preferred.
- Ability to develop and facilitate program activities for a summer camp environment and virtual format
- Ability to work flexible hours, including weekends and evenings and live on-site for the duration of the camp summer sessions.
- Knowledge of staff or volunteer management and providing team leadership including, but not limited to, working with volunteers, and leading volunteer committees.
- Intermediate computer skills
- Knowledge of adaptive programming for youth with a variety of needs
- Possession of a valid Driver's License
- Clear Criminal Record Check with Vulnerable Sector Check (updated every year)
- OFA 2 or Wilderness First Aid (or similar, or willingness to obtain)

#### **WHAT YOU CAN EXPECT FROM US:**

CCS offers meaningful opportunities to help make a difference in the lives of Canadians with cancer and their families. We are committed to fostering a culture that is inspiring, supportive and exemplifies our core values:

#### **CARING COURAGE INTEGRITY PROGRESSIVE.**

In return for your skills and dedication, we offer an attractive compensation package that encompasses a competitive salary, excellent benefits and the opportunity to have a rewarding employment experience where your contributions can make a true difference every day.

#### **HOW TO APPLY:**

##### **[APPLICATION LINK](#)**

Qualified candidates are invited to submit their **resume, cover letter** and **salary expectations** in the application link by **January 25, 2022**.

*CCS is committed to employment equity and encourages applications from all qualified candidates. CCS will make available reasonable accommodations for people with disabilities upon request.*

*We thank all candidates for their interest and advise that only those selected for an interview will be contacted.*

*Please note that in keeping with the mandate of CCS to model and promote healthy lifestyles, employees are not permitted to smoke in or about CCS premises or while carrying out CCS business.*



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*As an employer, occupational health and safety legislation requires that we protect our workers from health and safety risks in the workplace. Effective November 8, 2021 (October 15 in Quebec and October 16 in BC) CCS has implemented a mandatory vaccination policy requiring that all staff who work in any of our physical workplaces must be fully vaccinated against COVID 19. All employees will need to attest to their vaccination status through a secure online form or automated application. Reasonable accommodation and remote working will be discussed on a case-by-case basis.*