



YOUTH ASSISTING YOUTH IS GROWING!!!

Volunteer Recruitment Coordinator

Youth Assisting Youth (YAY) is seeking a Volunteer Recruitment Coordinator with youth recruitment and engagement skills to recruit youth volunteers for our One-to-One Peer Mentoring Program. Your proven marketing & presentation skills, creativity and passion for empowering youth will be used to identify, engage and attract suitable youth volunteers to be Peer Mentors to the at-risk and newcomer mentees in our program. Must live in the City of Toronto.

- Must have a valid Ontario class "G" driver's license and access to an insured vehicle.
- Proof of COVID-19 Vaccinations and booster is required.
- This position is On-Site with occasional remote work.

RESPONSIBILITIES:

- Develop and execute a proactive volunteer recruitment strategy
- Develop a network of community partners who will refer potential youth volunteers to our program
- Facilitate recruitment presentations and develop promotional materials and displays for post-secondary learning institutions, youth organizations / social clubs, faith groups, corporations, etc.
- Conduct effective mentor training workshops for all new volunteer mentor applicants
- Develop new creative methods to recruit male youth volunteers ages 16 to 29
- Maintain links with current recruitment sources and assist in the development of new sources
- Work with other members of the Program Team to network and connect with organizations that work in the youth and volunteerism sectors, as well as ethno-specific groups and communities
- Develop strong relationships and communication with the Program Team to develop recruitment strategies for specific communities and/or cases, identify recruitment expectations / gaps, and determine the need for volunteer mentors with specific backgrounds, skills, etc.
- This is an On-Site position working in the office and the community, with occasional remote work

QUALIFICATIONS:

- College Diploma or Bachelor's Degree in Volunteer Management, Sales, Marketing, and/or equivalent
- Proven experience in engaging and recruiting youth volunteers
- Proven experience with the sales and marketing tactics and aspects of volunteer recruitment
- Confident motivational speaker with the ability to deliver effective orientation and training sessions
- Excellent communication skills and with the ability to facilitate inspiring presentations
- Ability to think outside of the box and develop new, innovative recruitment methods



- Familiarity with the special needs of children / youth who are experiencing challenges with cultural adjustment, mental health issues, trauma and/or learning disabilities
- Ability to work independently, use time effectively, multitask, set priorities and focus on details
- Ability to speak a second language is an asset
- Ability to work occasional evenings and weekends is required
- Must have a valid Ontario Class "G" driver's license and access to an insured vehicle. Mileage reimbursement is provided
- Must be able to provide a clear Vulnerable Sector Screen Criminal Record Check
- Must have a current First Aid and CPR certificate
- Must have proof of Covid-19 double vaccination and booster

COMPENSATION: This is a full-time position. Salary will be commensurate with experience + incentives.

How to Apply:

Please forward your resume with a cover letter that describes how your education, skills and experience meet the above qualifications, to **Sandeep (Sunny) Singh, Community & Partnerships Lead, Youth Assisting Youth**. We thank all applicants for their interest but only those selected for an interview will be contacted.

About Youth Assisting Youth:

Youth Assisting Youth grows the leaders of tomorrow through peer mentorship of at-risk and newcomer youth. For over 46 years, it has paired volunteer young adult mentors aged 16-29, with youth ages 6-15 to engage in activities to develop mind, body, character, and leadership skills. Our non-profit connects volunteers to meaningful mentorship experiences that profoundly impact the most vulnerable youth and their families in communities across the City of Toronto and York Region.

COVID-19 considerations:

Vaccination is a key element in the protection against the hazards of COVID-19. YAY has adopted a Mandatory COVID-19 Vaccination Policy. Employees, seasonal/part-time staff, volunteers & youth are required to be fully vaccinated with a booster.

A current vulnerable sector police criminal record check is required for this position