

The Social Planning Council of Kitchener-Waterloo has opportunities for youth 15 to 30 years to get paid work experience. Project workers will assist with achieving the objectives of ConnectKW, a network of public internet access sites across K-W. Project Workers will provide introductory technology training at community sites through one to one coaching and in small group workshops. Other projects may be included.

### **ConnectKW Project Worker Contracts**

- 20-25 hours per week – actual hours depends on start time
- December 2014 to March 31 2015

These positions are made available through Government of Canada Community Access Program funding to provide career related experience to eligible candidates 15-30 years of age currently taking post-secondary courses, having completed at least one post-secondary course, or intending to pursue full time post-secondary education in 2014/15.

Seeking candidates who are interested in gaining career experience in the following areas:

- Community development
- Community resource support and management
- Child, youth and adult training on new technologies and applications
- Web content management
- Marketing
- Project management
- Social research and planning

All positions will include:

- Developing, promoting, facilitating, and evaluating technology training workshops for small groups of adults and/or children
- Delivering training and direct client support at community locations across K-W
- Participating in special project activity as determine by project needs and individual learning objectives
- Administrative tasks as required including written reports

Qualifications:

- 15-30 years of age
- Currently taking post-secondary courses, have completed at least one post-secondary course, or intending to pursue full time postsecondary education in 2014/15
- Education, experience or career objectives in a related field
- Excellent people skills and problem solving ability
- Ability to respond to multi-tasks and people in a fast paced environment
- Proficiency with word processing, database searching, and the Internet
- Capacity to meet firm deadlines
- Experience in technology training or workshop facilitation an asset

Hours: Each contract will be completed by the end of March 2015.

This is a career development position. To be considered for this position, forward: Resume and Cover Letter with a clear statement of learning objectives, career goals and qualifications by 12 noon Monday November 24, 2014.

Only those applicants selected for an interview will be contacted.

ConnectKW Project Worker Contract  
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