

POSITIONS AVAILABLE

ConnectKW Project Worker Contracts – 420 hours each
Three (3) November 2008 – February 2009
Three (3) January – March 2009

The Social Planning Council of Kitchener-Waterloo is seeking project workers to assist with achieving the objectives of [ConnectKW](#), a network of public internet access sites across K-W.

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 2008/9. Three positions would be suitable 2009 winter term co-op placements.

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

- Community development
- Adult learning
- Computer & network maintenance
- Community resource support and management
- Web content management
- Marketing
- Project management
- Social research and planning

All positions will include:

- Participating in special project activity as determine by project needs and individual learning objectives.
- Delivering training and/or direct client support at locations across K-W.
- Administrative tasks as required including written reports.

Qualifications:

- 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.

Hours: Each position is for a total of 420 hours to be completed by March 2009. Weekly schedule will be determined based on start date and work plan requirements.

Please apply in writing, with a resume and cover letter detailing your career goals and qualifications for this position by:

4:00 p.m. Monday November 10, 2008 to be considered for fall contract positions

4:00 p.m. Monday December 1, 2008 to be considered for winter contract positions.

ConnectKW Project Worker Contract

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