

## VICTORIA & VANCOUVER ISLAND GREEK COMMUNITY SOCIETY



# Job Posting: Youth Director

## Introduction

Are you passionate about working with youth? Are you proud of your Greek Heritage and wish to pass that pride to young people of Greek Heritage? This job is just right for you!

The Victoria & Vancouver Island Greek Community Society (**V&VIGCS**) is recruiting for the Youth Director position. This is a full-time position, and you will be responsible for youth engagement, activity planning, and overall service coordination with respect to delivering programs for youth in the community, and with compensation range of \$65,000 to \$90,000 annually based on qualifications.

As a dynamic individual who can get things done, and with the expectation that you are fully immersed in Greek culture, you will be responsible to plan and execute inclusive and diverse programs, whether cultural, recreational, sports or educational. If you have the skills and passion, you can be the heart of a long-term transformation that will be beneficial to our youth and essentially the Greek Community.

## Who we are

The V&VIGCS is a non-profit organization founded in 1974 and is focused on preserving and promoting the Hellenic Culture, Language, History and Orthodox Faith on Vancouver Island. The community has a strong and dedicated membership. It is also home to the popular local event "GreekFest". The Community is well known for its charitable work, community outreach and services. It also sponsors numerous community events, heritage festivals, sports programs, Greek language school, Greek dancing classes.

## Job details

Overall, your work must reflect the mission of the V&VIGCS, as stated above, and you will be considered a liaison to our members and our ambassador of the greater community.

### **Accountabilities:**

As the Youth Director of V&VIGCS you will be reporting to the Board of Directors and will have the following responsibilities:

- In partnership with other volunteers and the Board, you will lead the development of a wide range of inclusive programs for our youth, both short term and long term.
- You will establish an on-going communication with our youth and their families regarding their requirements and implement their feedback into the programs.
- In partnership with volunteers, you will lead the detailed planning and execution of approved programs (budget, staffing, promotion, etc.).
- Recruit and train volunteers for major activities of the V&VIGCS
- Report on your work semi-annually or as needed.
- Other tasks as assigned.

This is a full-time on-site job, with a starting date in the early summer of 2023.

Because you will be working with youth, your operation hours will not be the regular office hours, and you will have to work on a flexible schedule when needed. However, you will be in charge of arranging your schedule, on the condition that your programs are successful and inclusive.

Your employment will start with a one-year contract and will be extended depending on performance. A competitive salary of \$65,000 to \$90,000 a year is offered for this position depending on qualifications. Relocation allowance is negotiable.

## Required qualifications:

### Education & work experience

- A Bachelor's Degree or post-secondary Diploma in Education, Youth care, Recreational Management, or other relevant field of study.
- Demonstrated experience with youth mentoring and training, in management capacity.
- Demonstrated experience structuring and successfully implementing youth programs covering a wide range of subjects.
- Proficient in English and Greek languages.
- Fully immersed in Greek Culture (Arts, History, Language, Orthodox Faith, Traditions).
- Technologically knowledgeable (Office applications, social media, etc.).

## Competencies & skills

You are:

- **Enthusiastic:** you give 100% of yourself for the success of your job.
- **A team player and adaptive leader:** you respect your team and work with them to deliver success. You manage individuals effectively to create a positive team environment
- **Accountable:** you recognize your mistakes and just work towards their resolution.
- **Independent:** you don't need a supervisor guiding you constantly during your work.
- **A problem solver:** you can evaluate situations and find effective solutions.

You have:

- Excellent written/oral **communication skills**.
- The ability to identify and implement **best practices** related to youth programs.
- Essential **behaviour management techniques** employed effectively with young people.
- Planning, organization, decision-making abilities
- Familiarity working within a **culturally based, family-centered faith perspective**.

## Asset qualifications:

- Post graduate degree in a relevant field of study.
- Project management training or certifications.
- Experience teaching Greek Language.
- Experience teaching Greek Dances.
- Event organizing experience (medium to large size).
- Sports coaching experience.

## Conditions of Employment

The following terms and condition of employment apply to this position:

- Ability to work flexible hours as determined by the Manager or designate in relation to service requirements.
- As a V&VIGCS employee, the successful candidate is bound to the conflict of interest (real, potential and perceived conflicts), confidentiality (protecting privileged and confidential information) and code of conduct (act lawfully, honestly, ethically, and in the best interests of the Society) positions, and all other positions/conditions, of the Society.
- Driver's License and have access to a personal vehicle.
- Satisfactory Vulnerable Sector Criminal Records Search.
- Valid Standard First Aid/CPR Certificate or be willing to obtain one.

## Application process

To apply for this job please email us at [Greek.community.victoria@outlook.com](mailto:Greek.community.victoria@outlook.com) . Your application must include a resume and a cover letter, which will demonstrate your skills and experience as explained and as you see relevant to this job.

After initial screening, the successful applicants will be invited to an interview by our hiring panel. At this point, interviewees will be asked to provide a list of references.

**Application deadline:** open till filled.



**WE'RE ALL GREEK  
AT HEART!**



Victoria & Vancouver Island Greek Community Society  
4648 Elk Lake Drive, Saanich, BC, V8Z 5M1  
(250) 479-9391

Email: [Greek.community.victoria@outlook.com](mailto:Greek.community.victoria@outlook.com)

Web: <https://victoriahellenicsociety.org>