



## **Job Position: Go Girls Program Leader**

We are seeking a fun, vibrant and positive role model for the position of Go Girls Program Leader to oversee our Go Girls 7-week virtual program and provide support to Go Girls Mentors and Mentees.

### **Position Profile**

The successful candidate will be deeply interested in the positive growth and development of youth aged 12-14. Go Girls Mentors are co-responsible for a group of 6-8 children on a weekly basis. The sessions will run weekly for 1 hour per session. The Go Girls leader will ensure program integrity, online safety, and organization, and act as a positive role model for the program mentors facilitating the group. This person will work with the program mentors and work closely with the Mentoring Coordinator to ensure the program is being delivered according to National Standards.

### **Key Responsibilities**

- A clear understanding of the Go Girls program and the outlined activities within the timeframe of each session
- Create a positive rapport with program mentors and mentees
- Be aware of participant's email contact to ensure they are in the Zoom meeting
- Careful supervision of participants during the sessions monitoring participation levels
- Ensure mentors feel comfortable and supported before and during each session
- Coordinate regular check in's and match monitors with mentors and participants
- Other duties as assigned as assigned by the Program Coordinator

### **Qualifications**

- Understanding of youth and children, as well as related community services
- The desire to work with youth and the mentors who support them
- Previous leadership experience preferred
- Strong communication, teamwork, and ability to problem solve effectively
- First Aid and CPR
- Mandatory references, Family and Children's Services Check and police checks
- Strong internet connection is an asset

### **Terms of Employment**

- 1.5 hours/week (with the potential to work more hours)
- \$15.00
- Reports to Program Coordinator