



## **PROGRAM ASSISTANT – SUMMER STUDENT POSITION**

CONTRACT - 30 HOURS PER WEEK FOR 16 WEEKS AT \$15/HOUR

### **LEAVE OUT VIOLENCE (LOVE) MISSION**

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Leave Out Violence (LOVE) was founded on the belief that youth challenged by violence can be agents of change, capable of transforming their own lives, investing themselves in their communities, and making the world a safer place. LOVE works in predominantly racialized and marginalized communities and provides youth directed programs to overcome risk factors and build protective factors that facilitate youth voice in addressing personal and systemic barriers.

### **LOVE YOUTH**

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LOVE fosters the development of youth leaders by providing opportunities for disenfranchised youth to learn how to create positive social change, encouraging them to be role models and share their authentic messages against violence and discrimination. Through a peer-to-peer model, LOVE Ontario actively works to influence attitudes and effect change in the community to promote inclusivity, equity and non-violence. In LOVE's weekly programs youth participants unite and become part of a healthy, positive community where they feel respected, heard and valued.

Violence can be physical but it is often so much more. The spectrum of violence includes sexism and gender based violence, racism, homophobia, transphobia, drug abuse, self-harm, relationship abuse, bullying and online harassment. Young people deal with these very real issues every day without the tools necessary to identify them and work towards finding solutions to these barriers. LOVE works to change that.

### **ROLE AND RESPONSIBILITIES**

The primary tasks and responsibilities for the Program Assistant position will be:

1. Supporting the Programs Team to complete community outreach activities;
2. Facilitate youth programming over the summer;
3. Support the intake process for fall programs;
4. This role will involve community engagement and animation, including outreach with community centres, schools and partners.
5. The Program Assistant will support the program staff in program delivery and presentations that will take place across the city in order to increase the visibility of LOVE.

The Program Assistant will be supervised by LOVE's Director, Programs & Services who will train, coach and oversee the activities and evaluate the progress of the student as needed. The Director will establish a performance management system which outlines the skills and needs of the Program Assistant and sets up expectations, guidelines and success measures.

In addition to performance management tools, the Program Assistant will participate in weekly staff meetings and individual weekly meetings to keep up to date and report any ongoing activities.