



Title	Community Programs Workers – AccessPoint on Danforth Bike Hub Program (3 positions)		
Type of Contract	3 months, Full Time, Excluded from Bargaining Unit.		
Posting Date	2018/04/13	Application Deadline	2018/04/27
Posting Type	Internal and external		
Short Description	<p>Access Alliance Multicultural Health and Community Services is a Community Health Centre that aims to improve health outcomes for the most vulnerable immigrants, refugees, and their communities. We do this by facilitating access to services and addressing systemic inequities. The Centre envisions a future in which diverse individuals, families and communities can achieve health with dignity.</p> <p>Our Scarborough Cycles Community Bike project offers access to bicycles, tools, a do-it-yourself repair space, workshops, group rides, a bike mentorship program for newcomers, and civic engagement opportunities for residents. Working as a member of the Community Health and Wellness team, this position supports and engages clients and volunteers at the AccessPoint on Danforth (APOD) Hub through the Bike project.</p>		
Detailed Description	<p>RESPONSIBILITIES:</p> <ul style="list-style-type: none"> ▪ Assist in delivering and coordinating group events/sessions related to the Bike Hub (e.g. repair and maintenance clinics, DIY Drop-in hours, group rides, etc.) ▪ Maintain program resources, equipment, and supplies management systems, as required ▪ Engage our program participants in a supportive and friendly manner. ▪ Assist with Bike Hub volunteer recruitment, orientation and training. ▪ Responds to needs and issues of key stakeholders (i.e., project partners, community members, clients, staff, volunteers, students) as directed. ▪ Assist in the collection of program data for monitoring, evaluation and funder reporting. ▪ Other duties as assigned by the supervisor. <p>SKILLS AND QUALIFICATIONS:</p> <ul style="list-style-type: none"> ▪ Experience in bike repair and/or mechanical knowledge is an asset. ▪ Passionate about helping others, strengthening your community, and enjoy the outdoors. ▪ Willing to learn new skills and passions for promoting biking in the suburb ▪ CAN-BIKE Certification (any level) is an asset ▪ Experience riding a bicycle in traffic is an asset. ▪ Comfortable working both independently with minimal supervision and in a team environment. ▪ Able to work outdoors and lift 50 lbs. ▪ Good understanding of barriers faced by newcomers and knowledgeable about community programs and services available to them. ▪ Excellent customer service and interpersonal skills. ▪ Excellent communication skills, both written and verbal. ▪ Excellent organizational skills and demonstrated ability to multi-task and work under pressure in an ever-changing environment. ▪ High degree of initiative, judgment and problem solving abilities. ▪ Ability to working in a cultural competent manner with diverse population and within a diverse work environment. ▪ Ability to travel within Toronto and to work frequent evenings and weekends; ▪ Proficient in Outlook, Word, and Excel. ▪ Obtain Vulnerable Sector Screening. <p>Duration: 12 weeks between May 2018 – August 2018 Salary: \$14 per hour Hours: 35 per week Bargaining Unit position: Excluded positions. Location: AccessPoint on Danforth (3079 Danforth Ave) and other locations within Toronto</p>		



**Application
Method**

With “**Community Programs Worker- Bike Hub Program**” in the subject heading, ***please send your resume and cover letter*** by April 27, 2018 5:00pm

by E-mail: jobs@accessalliance.ca

by Regular Mail: **Hiring Committee, Community Program Worker – Bike Hub Program**
Access Alliance Multicultural Health and Community Services
340 College Street, Suite 500, Toronto, ON, M5T 3A9

No phone calls please.

We thank all applicants for their interest but only those selected for an interview will receive acknowledgement. Please note that a criminal background check (Vulnerable sector) will be conducted for this position.

We encourage applications from individuals who reflect the broad diversity of communities we work with, including those from racialized and LGBTQ communities.

In accordance with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act, 2005, accommodation will be provided in all parts of the hiring process. Applicants need to make their needs known in advance.

Access Alliance encourages a scent-free environment. Employees, students, volunteers, and visitors are asked to refrain from wearing fragrances and other scented personal care products (i.e. perfumes, lotions, hairspray, etc.) while at the Centre.