



KARA Family Resource Centre is a non-profit organization working to support families through a range of programs and services.

## **Summer Program Assistant (2)**

**May 1<sup>st</sup> to August 23<sup>rd</sup>, 2019**

**37.5 hours / week**

### **Tasks include but are not limited to:**

- Plan and implement inter-active programming for children and their parents at various sites in north east and north central Edmonton.
- Promotion of KARA Summer Program.
- Research various foods, music and crafts related to the summer program themes.
- Liaise with parents, KARA staff and community.
- Assist KARA staff with program delivery.
- Other duties as assigned.

### **Qualifications:**

- These positions are funded by the 2019 Canada Summer Jobs program and as such are open to all youth under the age of 30.
- You will have a genuine interest and enthusiasm to work with children and their parents in an interactive setting.
- Program planning experience an asset.
- Children's program planning experience an asset.
- Criminal Record Check through Edmonton Police Service.
- Intervention Record Check through Alberta Children's Services.

Schedule to be arranged with supervisor and may fluctuate according to program needs.

**Closing Date:** As soon as suitable candidate has been found.

Hiring Committee  
KARA Family Resource Centre  
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**Email:** [hr@kara-frc.ca](mailto:hr@kara-frc.ca)

**KARA thanks all applicants for their interest.  
Only short-listed applicants will be contacted.**