



**TRACKS Youth Program**  
**Trent Aboriginal Cultural Knowledge and Science**  
1600 West Bank Drive  
Peterborough, ON Canada K9L 0G2  
705 748 1011 (ext. 6381)  
[operations@tracksprogram.ca](mailto:operations@tracksprogram.ca)  
[www.tracksprogram.ca/](http://www.tracksprogram.ca/)

## **Employment Opportunity**

### **TRACKS Youth Program: Outreach & Education Development and Delivery Position**

**Title:** TRACKS Youth Program – Outreach and Education Development and Delivery

**Work Term:** January to April– up to 12 weeks, with the possibility of extension

**Status:** Work to develop and deliver virtual workshops and other programming as needed for Outreach & Education programming

**Wage:** \$15.00/hr, 10-20 hours/week (to be discussed based on applicant’s current work or school status)

**Reporting to:** Outreach & Education Coordinator

**Number of positions:** 1

TRACKS is a growing initiative developed in partnership with the Indigenous Environmental Studies and Sciences (IESS) Program at Trent University and the Kawartha World Issues Centre. We take an **Indigenous-and-Environmental approach to science education**, delivering both free programming with First Nations and urban Indigenous community partners as well as a series of fee-for-service camps and workshops for both Indigenous and non-Indigenous youth. TRACKS is a mentorship-based youth outreach program which aims to:

- Provide opportunities for Indigenous youth of all ages to engage with math and science in meaningful, culturally responsive and educationally stimulating ways, and to promote Indigenous knowledges as key perspectives within approaches to science
- Positively impact and work to reverse the current trend of underrepresentation of Indigenous students pursuing studies in science-related fields at the senior secondary and post-secondary levels by providing access to mentors and fostering long-lasting relationships with communities and with families
- Create and deliver unique, fun, educational, and hands-on experiential programming in an informal setting for both Indigenous and non-Indigenous youth in Peterborough and surrounding areas, promoting different ways of engaging with science and cross-cultural conversations that will help all youth consider new ways of knowing and build relationships to themselves, each other, and the land.

**\*Due to COVID-19 and the guidelines of Trent University, TRACKS Youth Program will be online for the winter semester of 2020/2021 (January 1 – April 30). Programming, office hours and all staff training will take place online (video calls, e-mails, etc.) A main component of this position is to develop educational programming to be delivered in schools, extra-curricular programs and homes that encourages youth to get outside and engage in hands-on activities while following COVID-19 safety measures. These program plans and work responsibilities outlined in this contract are subject to change with appropriate notice based on guidance from Peterborough Public Health and Trent University.**

#### **Responsibilities**

- Participate in mandatory staff training upon hiring
- Maintain regular work hours and be in regular communication with the Outreach & Education Coordinator



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- Assist with ongoing brainstorming, development and revising of workshops
- Adapt existing TRACKS workshops to be delivered online
- Carry out programming in a fun and innovative manner, while respecting appropriate online educational protocols
- Encourage participants to participate in hands-on science, math and traditional knowledge activities
- Assist in delivery of Outreach & Education school programming
- Other duties as assigned by the Outreach & Education Coordinator

#### **Required Skills and Qualifications**

- **Confident computer skills such as word processing, email communication and video conferencing**
- Absolutely must have a strong independent work ethic and be reliable during work from home measures
- Experience with, or significant awareness of, Indigenous cultural knowledge
- Ability to take direction and feedback
- Experience working with children in classrooms, summer camps and/or youth programs
- Willingness to collaborate with others and work with a team as necessary
- Reliable and respectful communication towards coworkers, supervisors and program participants
- Excellent people skills and a friendly attitude
- Experience with conflict resolution
- Must be willing to work a flexible schedule

#### **Other Qualifications**

- Experience facilitating online workshops and/or learning considered a strong asset
- Traditional Ecological Knowledge that pertains to beading, quillwork, weaving, hunting and fishing, harvesting, plant identification, dancing etc., is highly valued
- Experience working in or with Indigenous communities
- Background in environmental sciences, math, or other STEM disciplines an asset
- All candidates must provide references
- Successful candidates will be required to submit a Police Vulnerable Sector Check prior to employment

*TRACKS strives for equity in its hiring and specifically welcomes applications from all qualified candidates including Indigenous people (First Nation, Metis, Inuit and non-status), women, people with disabilities, people of colour, those identifying as LGBTQ2+, parents and caregivers, and those dealing with adversity in their lives.*

*We commit to making reasonable accommodations for those needing additional support, as much as possible within the expectations and requirements of this position.*

***Indigenous applicants will be given special consideration as we strive to honour Indigenous knowledge and strengthen Indigenous leadership within our program.***



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### **Why work for TRACKS?**

TRACKS places high priority on providing training and professional development opportunities for all employees. By working with TRACKS, you can expect to grow your resume and build competencies which are valuable to future employers. These competencies include:

- Building relationships with Indigenous youth, knowledge holders and communities
- Critical thinking and problem solving
- Innovation and creativity in relation to program development
- Collaboration
- Independent work ethic
- Effective communication
- Other interpersonal, interpersonal and cognitive skills such as active listening, self-evaluation, adaptive learning, conflict resolution and more

### **Application and further information:**

Please submit in one **.pdf document** your resume and a cover letter titled as 'LASTNAME\_OutreachandEducation" to [info@tracksprogram.ca](mailto:info@tracksprogram.ca) OR through this link: <https://www.tracksprogram.ca/current-posting-outreach-education-development-and-delivery-position>

**Only applicants selected for an interview will be contacted.**

**The application process will remain open until December 18<sup>th</sup> at 11:59pm with virtual interviews being held between January 4<sup>th</sup> and 8<sup>th</sup>. This stands with the expectation of a January 11<sup>th</sup> start date.**