

Job Posting

Position Title: Casual After School Program Counsellors (5 positions)

Job Posting Deadline for Internal Candidates: August 20, 2025, at 5pm

Employment Status: Temporary Fixed Term Contract, until June 25, 2026

Hours of Work Schedule: A maximum of 15 hours per week. Shifts are Mon-Fri between the hours of 3:00 pm-5:15 pm you may be required to start earlier or finish later depending on program activities). A maximum of 3 hours per day.

Salary Range: \$18.60 per hour, plus optional participation in the Agency's HOOPP Pension Plan.

Hiring Manager: Manager, Integrated Care and Experience

Location: Primary location is 115 Grassmere Ave., Oshawa, Ont.

Organization Overview

Durham Community Health Centre (DCHC) is a registered, charitable organization that provides integrated, accessible, and equitable community based primary care, wellness services, and health education to Durham community members who face multiple barriers to their health and well-being.

DCHC also provides equity-based programs and services that focus on priority populations such as Indigenous, Black, the 2SLGBTQI Community, Newcomers to Canada, Seniors, and Unattached patients (i.e., those without a family doctor), to name a few. DCHC ensures Durham community members receive not only sick care, but preventive care as well.

At DCHC, we are a team-based interprofessional group of staff including physicians, nurse practitioners, nurses, counselors, dietitians, outreach workers, medical secretaries, and other administrative staff. We always place every client at the center of our approach to care, based on their needs. We address these needs through integrated clinical and wellness care and health education.

It's an exciting time to be joining DCHC, while we are embarking on an energizing path with a focus on making our biggest impact yet on the health of Durham community members by diversifying, expanding, and leveraging our Strategic Plan, Theory of Change, Brand, Client Stories and Resources.

Position Overview

The After School Program (Youth League) currently offers a wide range of social and recreational activities for children and youth between the ages of 6 and 14. Programs range from after-school programs focusing on healthy child development to sports and recreation programs.

The After School Program Counsellor will create a welcoming, safe, and positive environment for children in Grades 1-8. Provide leadership in planning, and implementing activities such as games, arts & crafts, preparing snacks, physical activities and education through STEM-based activities. Interacting with children to provide motivation, emotional support, mentorship, socialization, life skills, and fostering friendships between participants.

Key Responsibilities:

1. Plan, organize and supervise after school activities, educational programs (STEM-based), sports programs, and community events.
2. Encourage and support participation of all participants in activities.
3. Conduct public relations activities as needed.
4. Ensure acceptable levels of safety and behaviour at programs.
5. Participate in monthly staff meetings.
6. Participate in evaluation of programs and staff (whether they are co-workers or direct reports).
7. Other duties as required.

Key Qualifications

- Experience and knowledge in facilitating STEM-based programming, including activities and projects related to Science, Technology, Engineering, and Mathematics.
- Previous experience working with children/youth (in a community setting would be a strong asset (i.e. CATCH, High 5 Trainings)).
- An undergraduate degree or diploma in a related field preferred.
- Strong organizational skills and ability to multi-task.
- Access to a reliable vehicle, with valid driver's license, an asset.
- Proven ability to take direction and work independently.
- Current First Aid/CPR certificate.
- Proficiency in the use of computers and software applications (Microsoft Word/Excel).
- Sensitivity to and experience with diversity including: Race, culture, religion and sexual orientation.

Minimum Key Attributes Required

- Effective Communicator
- Collaborative & Relationship Building Skills
- Effective Interpersonal Skills / Team Player
- Strong Time Management & Organizational skills
- Adaptable – to the needs of others; to changing priorities
- Crisis management & Problem-Solving skills
- Ability to Engage and Inspire Children & Youth in STEM-based Activities

Full vaccination against COVID-19 is mandatory for this position (DCHC will however adhere to its duty to accommodate those who are unable to be fully vaccinated for a reason related to a human right protected ground).

Application Process:

- 1) If you are interested in being considered for this position, please submit a cover letter and resume outlining your qualifications and expectations by email to recruiting@durhamchc.ca. This position will remain posted until filled.
- 2) While we thank all applicants for their interest in applying, only those qualified and considered for an interview will be contacted. All applicant submissions will be kept on file for six months, for future consideration.
- 3) All applicants are encouraged to provide a valid email address for communication purposes. Applicants may receive written correspondence regarding this job posting directly to the email address provided on their resume. As an applicant, it is your responsibility to ensure that you check your email regularly.
- 4) All positions are subject to the successful completion of the following pre-employment conditions for all external hires: Reference Checks; and Criminal Background checks (including Vulnerable Sector Screening).

Durham Community Health Centre (DCHC) is committed to creating an inclusive environment that welcomes and celebrates diversity so that all employees have the opportunity to thrive. DCHC will comply with all applicable standards as set out in the Accessibility for Ontarians with Disabilities Act, 2005 (AODA), the provisions of the Ontario Human Rights Code, and any other applicable legislation. Accessibility: If you have accessibility needs and require alternate formats or other accommodations, please contact our Talent and Culture team at 905-723-0036, or by email to recruiting@durhamchc.ca.

