

Overall Purpose: *Power To Be* is a non-profit organization that creates access to nature for youth, families, and adults living with cognitive, physical, financial, and social barriers. We support the discovery of limitless abilities through nature-based programs. We are on the verge of opening a purpose-built, lake-front facility, designed with intention and holding at the center our values of inclusion, the environment, and community. This is an opportunity to be part of impactful and lasting societal change.

The Program Practicum Student will assist in the process of creating a safe and supportive environment for participants through *Power To Be's* ability centered approach. The Student's primary role is to support perspective participants and families through our intake process. Additionally the student will assist with various administrative duties, and participate in the planning and delivery of our nature-based programs.

SPECIFIC ROLE RESPONSIBILITIES:

Administration

- Support with the intake of new participants based on our Need, Fit and Desire model, including facilitation of Information Sessions, follow up communication, and data management
- Participate in department strategic planning by attending meetings and supporting program leadership with related admin projects
- Assist with quarterly program opportunity communication and participant scheduling
- Support specific projects, administrative functions, evaluation and/or research or reporting as directed
- Complete light office upkeep duties including organizing, tidying, and sorting.

Program

- Participate in 1-2 programs per week (based on schedule alignment and program need)
- Welcome participants and be a social support providing encouragement while out on program
- Support each participant's level of ability, skill, and comfort of various activities.
- Support program outcomes by assisting with the preparation and set up of different activities
- Assist in program development and possible facilitation of games and non-technical activities
- Assist staff with return and/or packing up of equipment, gear, and program materials

People

- Be in regular communication with direct supervisor; assist other staff with their responsibilities as needed.
- Contribute to a positive and dynamic working culture congruent with *Power To Be's* values.
- Participate in weekly program meetings
- Adhere to all *Power To Be* policies and guidelines, and applicable legislation as they relate staff and volunteer practices.

Perform other related duties, as required, and interested

Role Requirements:

- The successful candidate must possess experience working with people that live with a barrier, disability, or other significant life challenge(s)
- Must be participating in a post-secondary practicum program in a related field
- Be a strong communicator, friendly, organized, and a team player who is aligned to *Power To Be's* mission and values.
- Proof of full vaccination against Covid-19 is required

As per the Ministry of Justice requirements, placements are contingent on submitting to a criminal record check.

Particular Working Conditions: The position requires weekday availability as well as occasional evening, and weekend commitments. Working outside in inclement weather may be required at times.

Assets: In consideration of our mission, it is preferred that students value an active lifestyle and understand the connection between nature and wellbeing. Previous outdoor recreation interest and experience in kayaking, canoeing, hiking, rock-climbing or environmental literacy is an asset but not required.

Location: Prospect Lake (Victoria, BC) **note that there is no public transportation to our site*

Reports to: Program Practice Lead

Term: September 2022 – April 2023 (flexible based on school requirements)

Hours: Part-time (minimum of 240 hours)

To Apply: Complete an application form [here](#)