



♀ ST. JOHN'S WOMEN'S CENTRE  
♀ MARGUERITE'S PLACE

☪ SAFE HARBOUR OUTREACH PROJECT  
☪ MANAGED ALCOHOL PROGRAM

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## Recreation Program Support

The St. John's Status of Women Council/Women's Centre is a feminist organization that since 1972 is continually working to achieve equality and justice through political activism, community collaboration and the creation of a safe and inclusive space for all women in the St. John's area.

The Women's Centre is a low barrier and welcoming space for women to come and meet with staff, participate in programming and groups, and meet other women. Services include supportive counselling and groups, information and referral, advocacy, social and recreation programming; system navigation such as income, legal, housing and safety.

**Position Summary:** The recreation program support provides direct staffing for programs designed for women and non-binary folks. The worker will deliver and promote program activities with other members of their immediate team. The worker will provide direct support to individuals through in person and virtual programming. The Women's Centre approach is based on principles of feminism, harm reduction, active listening, and a welcoming and safe environment.

## Tasks & Responsibilities

- Provide logistical support for programs and special events.
- Delivery and organization of the Boutique and Personal Pantry program.
- Developing and organizing new creative recreational programming and events for summer 2022.
- Assist in identifying new and creative ways to meet the needs of women seeking supporting within the Women's Centre.
- Assist in planning and organizing annual Garden Party and Beautiful You day events.
- Reception and front desk coverage.
- Answering phone and front door as needed.
- Assist in setting up and creating therapeutic milieu for regular programming.
- Provide participants with information our organizations, including programs and services or support we offer.
- Research.
- Other duties as required.
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Reports to: Women's Centre Coordinator

**Hourly Wage:** 15\$/hour

**Hours of work:** 35 hours/week Monday to Friday 9am-4:30pm

**Contract Term:** 8 weeks Canada Summer Student Job Position

**Tentative start date:** June 27<sup>th</sup> – August 23<sup>rd</sup>, 2022

**To apply:** Send cover letters and resumes to [kaleigh@sjwomenscentre.ca](mailto:kaleigh@sjwomenscentre.ca) (with subject line Recreation Support) **by 4pm May 10th, 2022.**

### **EQUITY STATEMENT**

SJSOWC embraces diversity and is committed to greater equity in our program and our employment. Our goal is to attract, develop, and retain skilled and strong volunteers and employees from diverse backgrounds allowing us to benefit from a wide variety of experiences and perspectives. In line with this, preferences will be given to and applications are encouraged from women (transgender and cisgender) and non-binary people who are: Indigenous, Black and people of colour, people living with disabilities, women with experiences in substance use, sex work, and women with experience in the criminal justice system. We encourage applicants to self-identify any marginalized experiences and identities in their application with the knowledge that disclosed experiences will remain confidential.