

Summer Program Assistant- The Mentorship Program

Summer Program has two sub-programs 1) **Welcome Information for Newcomers (WIN)** is offered for two weeks in July/August and is designed for youth entering junior high schools in September and 2) **Newcomer Orientation and Welcome (NOW)** is offered two weeks in August and is designed for youth entering high schools in September. Both programs introduce newcomers to the Canadian school system, and ensure they have the necessary knowledge to acquire a solid foundation for successful transitions into their schools and communities.

A unique component of WIN and NOW involves Peer Mentors (youth who were once newcomers themselves), who undergo extensive training to help facilitate both summer programs by leading activities and providing friendship, guidance, and translation support for newcomer youth. Programs run four days (Monday to Thursday) per week from 9:00 am to 3:00 pm.

If you are interested in volunteering for Summer Program, please fill out your application on our [Better Impact page](#) and answer the following questions in your email:

1. Indicate your **availability** (e.g. Mondays, Tuesdays, Wednesdays or Thursdays available to volunteer).
2. Indicate which **session and location** you would prefer to be placed in.

Job Title:	Summer Program Assistant- The Mentorship Program
Purpose:	As a Summer Program Assistant, you will have the opportunity to make a difference in the lives of newcomer immigrant and refugee youth (Grades 7-12) . This is your chance to help youth integrate into Canadian schools and communities, increase English Language skills, make new friends, and feel like they belong. You can achieve this by bringing your unique skills and personality traits to our diverse team. We encourage you to be enthusiastic, be accountable, and lead by example.
Duties & Responsibilities:	<ul style="list-style-type: none"> • Assist, prepare, and participate in activities with youth and staff, in the classroom, on field trips, and during community events as directed by program staff • Ensure the well-being of all participants by creating and maintaining a safe learning environment • Be a positive role model by showcasing leadership skills and building relationships with youth • Ensure all program participants are treated with respect and integrity • Attend training, as required
Time Requirement:	<p>Programs run Monday to Thursday from 9:00 AM to 3:00 PM each week. Volunteers must commit to one weekly shift of full day (6 hours) for at least 1 session (2 weeks).</p> <ul style="list-style-type: none"> ▪ Session 1: July 23 to August 2 (2 weeks) ▪ Session 2: August 6 to August 16 (2 weeks)
Location:	<p>Session 1:</p> <ul style="list-style-type: none"> • Balmoral School (220 16 Ave NW, Calgary) <p>Session 2:</p> <ul style="list-style-type: none"> • James Fowler High School (4004 4 St NW, Calgary)

Skills & Qualifications:	<ul style="list-style-type: none"> • Must be outgoing, able to approach youth to initiate conversation and relationship • Must be sensitive to cultural differences and the impact of previous experiences on youth • Comfortable working with junior high and high school youth • Must be 17 years old or older • Proficient in English
Orientation and Training:	Mandatory Volunteer Orientation/Training
Supervision/ Staff Support:	Summer Program Assistants are under the direct supervision of Mentorship Program Youth Counsellors, but can also expect to interact regularly with, and be held accountable by the Mentorship Program Supervisor and Manager.
Benefits:	<p>There are many benefits to volunteering with The Mentorship Program at The Calgary Bridge Foundation for Youth. Here are just a few:</p> <ul style="list-style-type: none"> • Learn about other cultures and share your own • Gain valuable professional and life experience and learn skills • Receive a reference letter after one term of consistent volunteer service • Work alongside an exceptional team of people • Give back to the community • Participate in volunteer recognition events