



## **POSITION DESCRIPTION**

**JOB TITLE:** Summer Student – Community Health Programs

**RESPONSIBLE TO:** Chronic Disease and Health Promotion Manager

### **SUMMARY OF FUNCTION:**

*The role of the Summer Student - Community Health Programs serves as a champion of the Vision and Mission of Compass Community Health and promotes an environment that is consistent to the Health Centre's Statement of Values and Principles. The Summer Student - Community Health Programs is an essential member of the client-centred professional team and will provide ongoing support and assistance to the Health Promotion Team in the coordination of the Community Gardens, Park N Party Event, and various community programming initiatives.*

### **DUTIES:**

- To assist the Community Development Workers with the participant recruitment, program promotion, implementation, and evaluation of various initiatives and programs, such as the Children's Grub Club, Breakfast Club, Community Greenhouse programs, and more
- To assist with the development of curriculum, workshops, and preparation of group activities;
- To work collaboratively with and assist with the supervision of volunteers;
- To lead cooking and gardening activities independently with children ages 5-12
- To coordinate and facilitate community events, with special focus on the annual Park 'n Party summer event;
- To foster on-site and off-site community gardens by implementing effective growing practices and completing outdoor garden maintenance
- Act as an ambassador for the Health Centre, discussing programs and services and promoting healthy lifestyles;
- To be involved with various community development and outreach opportunities;
- To create, set-up and operate displays at community events;
- Computer and data entry as needed;
- Assist and support the HP Team and North End Community as required;
- Other duties as may be assigned.

### **QUALIFICATIONS:**

- Experience with planning and implementing health promotion programs;
- Strong interest in fundraising and event planning;
- Experience outreaching to, and coordinating volunteers;
- Passionate about gardening, food security, and sustainability;
- Knowledge of and hands on experience of organic vegetable gardening;
- Commitment to fostering a positive community atmosphere;
- Experience cooking and/or gardening with children a strong asset;
- Ability to perform moderate physical labour;
- Ability to organize, prioritize, and follow through;
- Excellent communication and interpersonal skills;
- Demonstrated experience with Microsoft Office and other related office software;
- Experience working with non-profit organizations an asset;

- Candidate must be returning to school in September 2026;
- Ability to work flexible hours in order to meet the needs of the community, including early mornings, evenings, and weekends.

Revised: *January 2026*