

**JOB POSTING #2026-229-01**

**INTERNAL/EXTERNAL**

**School's Out for Newcomer Kids Summer Program**

**Youth Program Facilitator**

**Wage: \$24.00 per hour**

**2 Positions available**

**Part Time: 28 hours per week, Monday to Thursday, 8:30 AM to 4:00 PM**

**Temporary for 9 weeks: mid-June 2026 to August 2026**

**Summer Programming for Children from Kindergarten to Grade 5**

**Join the team at Archway**

**Come Help Us Help People**

**Location: Abbotsford**

**On Site**

### **Job Summary:**

The Youth Program Facilitator is responsible for delivering and coordinating a safe, engaging, and inclusive summer program for immigrant and refugee children participating in the School's Out for Newcomer Kids Program. This role has two primary areas of responsibility: (1) providing direct program support to children from Kindergarten to Grade 5 (ages 6–12), and (2) supporting the day-to-day operations of the program in collaboration with Archway colleagues, volunteers, practicum students, and community partners.

The Youth Program Facilitator plans and facilitates creative, age-appropriate summer activities that support English language development, social and emotional learning, and physical activity. Programming takes place in person and may include community-based activities, outdoor play, and school-based learning experiences. The Facilitator works with children from diverse cultural backgrounds and plays a key role in creating a welcoming, supportive, and fun environment throughout the summer.

### **Your Role:**

Archway's School's Out for Newcomer Kids Summer Program Facilitator with the Immigrant Youth Services Program contributes by:

- Liaising with school staff and Archway settlement workers to identify, recruit, and register newcomer children ages 6 to 12 (Kindergarten to Grade 5) who are eligible for the School's Out for Newcomer Kids Program.
- Planning and facilitating engaging, age appropriate activities that support English language development, with a focus on social and emotional learning.
- Designing and leading safe, inclusive indoor and outdoor games and activities that promote physical activity and wellbeing.

- Using ongoing needs assessments to plan, adapt, and adjust programming based on group interests, abilities, and preferences.
- Overseeing the work of classroom volunteers and providing clear direction, guidance, and support.
- Participating in recreational activities, outings, and field trips, and making meaningful connections between experiential learning and classroom programming.
- Maintaining accurate attendance records and following up with participants who are frequently absent.
- Preparing healthy, nutritious, and culturally appropriate snacks, and ensuring food preparation and eating areas are cleaned and maintained.
- Meeting with parents and caregivers at pick-up times to share updates, discuss child or family needs, and make referrals to appropriate community or Archway services as needed.

This position is a great fit for someone who enjoys working with children, brings positive energy and creativity to their work, and has an understanding of the experiences and barriers faced by immigrant and refugee children who are new to Canada.

### **Our Offer**

- Wage: \$24.00 per hour.
- A part-time position at 28 hours per week, availability Mondays to Thursdays, from 8:30 AM to 4:00 PM.
- Temporary until end August 2026, with possibility of extension.
- Perks include:
  - Great in-house training opportunities.
  - Access to online wellness resources including newsletters, physical health videos, and wellness events.
  - Free use of Archway's wellness equipment.
  - Business insurance and associated mileage costs for program-related driving is covered by Archway.
  - Rewarding work in a positive environment.
  - Work/life balance.

### **Getting an Interview – you will be considered if you have:**

- Diploma in Education, Child and Youth Care, Social Work, or another relevant area is preferred.
- Experience engaging with children ages 6 to 12 from diverse backgrounds.
- Experience in providing activities for up to 15 children per group.
- Current Emergency First Aid with CPR/AED level C is a condition of employment.
- Valid Class 5 BC Drivers' License, clean driving record and a clear Driver's Abstract.

### **The Job Requires you to have:**

- Knowledge of community resources relevant to newcomer families.
- Ability to work independently without on-site supervision.
- Ability to speak a language other than English is an asset.
- Knowledge of common barriers immigrant children face.

- Knowledge of the BC school system including general schedule of the year, the elementary school experience, and school structures.
- Ability to conduct indoor and outdoor physical activities with children.
- Ability to drive for program-related work and the use of a personal vehicle.
- A satisfactory Criminal Records Check is a condition of employment.

**Closing date is May 06, 2026.**

#### **TO APPLY**

Interested applicants are to reference **Posting #2026-229-01** in the subject line.

Please submit your cover letter and resume to:

Email: [jobpostings@archway.ca](mailto:jobpostings@archway.ca)

Subject: Job Posting #2026-229-01

**No phone calls please. Only short-listed applicants will be contacted.**

**Must be legally entitled to work in Canada.**

Your resume may also be forwarded to other Programs for their consideration for their job vacancies. If you do not wish for your application to be shared with other Programs, please send an e-mail to [jobpostings@archway.ca](mailto:jobpostings@archway.ca) with DO NOT FORWARD TO OTHER PROGRAMS, in the subject line of the e-mail and the job reference number to which you applied, in the body of the e-mail.

*Archway's goal is to be a diverse workforce that is representative, at all job levels, of the people we serve. Equity and diversity are essential to excellence. An open and diverse community fosters the inclusion of voices that have been underrepresented or discouraged. We encourage applications from members of groups that have been marginalized on any grounds enumerated under the B.C. Human Rights Code, including Indigenous identity, race, colour, ancestry, place of origin, political belief, religion, marital status, family status, physical or mental disability, sex, sexual orientation, gender identity or expression, or age.*

*We acknowledge that we gather on the traditional and unceded territory of the Stó:lō people. Stó:lō territory extends from the mouth of the Fraser River to Boston Bar. Locally, this includes the Matsqui First Nation and Sumas First Nation. We give them thanks for sharing their land and resources with us.*

*We invest in the mental health and wellbeing of our employees.*