



## **SUMMER YOUTH COORDINATOR (SUMMER POSITION)**

**35 Hours/Week - \$12.00/Hour  
May 31<sup>st</sup>, 2010 - August 27<sup>th</sup>, 2010  
Black Business Initiative (BBI)  
Yarmouth, Kentville, Halifax, Dartmouth, Truro  
Guysborough and Glace Bay**

Business is Jammin' is a youth initiative strategy of the Black Business Initiative. The goal of Business is Jammin is to introduce Black youth to entrepreneurship as a viable career option while simultaneously instilling business skills that will enable them to broaden and develop their future career goals.

### **DUTIES**

The coordinator will be responsible for implementing all Business is Jammin components targeting the 9 - 15 year old age group.

- Work closely with Black Business Initiative (BBI) Regional Development Manager in charge of the region.
- Work in partnership with the local African Nova Scotian Employment Resource Centre (ANSERC), various community organizations, and other strategic partners.
- Work with schools and community organizations to develop and deliver BIJ programming.
- Assist youth in developing summer businesses (including a completed business application for possible funding).
- Create awareness that the BBI will support youth-run summer businesses.
- Expose youth to entrepreneurship through training workshops.
- Develop and conduct workshops, camps, presentations, etc.
- Recruit volunteers from the community to assist you in the workshops and camps.
- Weekly written activity reports to senior BBI staff

### **QUALIFICATIONS**

- Must be a dynamic self-starter who is able to act independently;
- Have experience dealing with youth;
- Ability to make presentations;
- Strong verbal, written and organizational skills;
- Interest in business;

### **ELIGIBLE CREDENTIALS**

- Canadian citizen, permanent resident or have been granted refugee status in Canada;
- Legally entitled to work in Canada;
- A registered full-time secondary or post-secondary student (or intending to return to full-time studies within the next 12 months) or;
- A recent university graduate (who has graduated within 12 months from the start date of Employment) and;
- Able to travel within your region to the different camp areas you establish. (Have your own transportation or a volunteer to transport you.)
- Able to travel for training and events in Halifax (BBI covers costs of accommodations and travel)

The closing date is **Friday, May 7<sup>th</sup>, 2010**. To apply send a resume with a cover letter to:

Email: [gorman-tolliver.cheyanne@bbi.ns.ca](mailto:gorman-tolliver.cheyanne@bbi.ns.ca); Fax: 902-426-8699; or by Mail: Centennial Building, Suite 1201 - 1660 Hollis Street, Halifax, NS, B3J 1V7.

**Submissions must be received by mail or delivery by 5:00 p.m. on the closing date.**

**Submissions must be received by fax or email by midnight on the closing date.**

**All positions are pending approval of funding provided by Service Canada under the Canada Summer Job 2010 Agreement.**