



United Way  
British Columbia



**LITTLE MOUNTAIN  
NEIGHBOURHOOD HOUSE**  
NEIGHBOUR HELPING NEIGHBOUR

Canada



This program is funded by the Government of Canada  
and the Province of British Columbia.

## Youth Programs Assistant – High Intensity (240 Hours) United Way Work Experience Opportunities Grant (WEOG) 2026-2027

Little Mountain Neighbourhood House Society (LMNHS) has been an integral part of the Little Mountain/Riley Park communities for the past 45+ years, providing free or low-cost social support programs for older adults, families, children, and youth. Rooted in social justice values, we facilitate social connectedness and target our programs to the whole community. LMNHS provides social, educational, cultural, and recreational programs and initiatives that strengthen neighbourhood life for a diverse group of community members.

The **Youth Programs Assistant** is responsible for supporting programming for children and youth ages 6-18 through focuses on a variety of areas including STEAM (Science, Technology, Engineering, Art, and Math), Pre-employment, leadership, and life skills development. This is a High Intensity Work Experience Placement for 240 hours starting November 2, 2026. The **Youth Programs Assistant** brings creativity and curiosity in activity design, preparation, and implementation of programming for children and youth.

### Duties and Responsibilities

- Assist in the preparation of food for children and youth
- Assist in the design and creation of weekly plans including games, activities, and discussions.
- Support youth volunteers in developing leadership skills
- Work closely with program facilitators in developing social and life skills through positive role modeling and learning activities
- Assist in maintaining organization and cleanliness of program and office spaces
- Assist in the development of
- Develop trusting relationships with children, youth volunteers, and families by using an asset-based and trauma-informed approach
- Assist in the evaluation of activities and support with reports on the successes and challenges of each day; provide recommendations on how to further incorporate literacy-based and STEAM principles and practices into programs
- Perform other related duties as assigned.

### Qualifications

- A valid clear criminal record check (including working with vulnerable populations) is required.
- Valid Food Safe Certification or the willingness to obtain is required.
- Valid Emergency First Aid Certification or the willingness to obtain is required.



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- Familiarity with Microsoft Suite (Outlook, Teams, Word, Excel and MS Forms).
- Demonstrates ability to work independently and in a team environment, takes initiative and is resourceful
- Punctual and Reliable team player
- Demonstrates strong organizational and time management skills to coordinate snacks and mealtimes.

#### About this funded opportunity:

Please note that this Work Experience Placement will receive a stipend. This is not a wage or salary. This position is funded by the United Way Work Experience Opportunities Grant and is open to individuals who receive:

- BCEA recipient or qualified to receive assistance under the Employment and Assistance Act; or
- On disability assistance or qualified to receive assistance under the Employment and Assistance for Persons with Disabilities Act; or
- Hardship Assistance (HA) recipients
- Income assistance through the Person with Persistent Multiple Barriers to Employment (PPMB) benefit
- Qualified to receive assistance from a Treaty First Nation that is funded through the Federal Department of Crown-Indigenous Relations and Northern Affairs Canada; or
- Qualified to receive assistance from a First Nation Administering Authority that administers an Income Assistance Program on behalf of Indigenous Services Canada.
- Each participant must be legally able to work in British Columbia.
- Indigenous people receiving equivalent federal assistance, can participate in work experience projects that occur only on Indigenous reserves or Treaty Lands.

Total grant hours: 240 hours

Working Days: Monday to Friday (~16 hours/week)

Anticipated working hours: 1:00pm-5:00pm

Eligible participants will receive a monthly stipend as remuneration. The maximum stipend for this work experience will be \$3,600 in total.

Anticipated Start Date: November 2<sup>nd</sup>, 2026

Anticipated End Date: February 26<sup>th</sup>, 2027

This work experience opportunity will remain open until filled

To apply and/or if you have any questions, please email us at [WEOG@lmnhs.bc.ca](mailto:WEOG@lmnhs.bc.ca)