

Community Service Worker

Do you have a strong work ethic and are passionate about education and community programs? Be part of a team where you can work for a non-profit organization and make an impact on students to learn more! You can make a difference in the world by giving students the opportunity to access free and affordable educational services!

About Toronto Region Educational Services:

Toronto Region Educational Services (TRES) is a not-for-profit organization dedicated to providing individuals across the Toronto region and beyond with accessible, free, and affordable educational resources. We offer a safe, supportive learning environment designed to inspire, motivate, and empower individuals as they build a strong foundation for personal growth.

About this opportunity:

As a Community Service Worker at TRES, you will help advance community development by organizing resources, building partnerships, and leading programs that create lasting impact. This role emphasizes engagement, collaboration, and inclusion, ensuring that all community members have the opportunity to thrive through accessible and meaningful programming.

Key responsibilities are as follows:

- Plan and deliver community programs such as educational workshops, outreach initiatives, and summer camps offered both in-person and online.
- Adapt activities to meet the diverse needs of participants, ensuring accessibility, inclusion, and engagement.
- Collaborate with schools, libraries, and community partners to expand program reach and strengthen community relationships.
- Raise awareness of TRES resources and initiatives through consistent, professional outreach.
- Contribute to curriculum development, event coordination, and volunteer management to support organizational goals.
- Use digital tools such as Slack, Canva, and Google Workspace to streamline communication and document program outcomes.
- Support digital engagement efforts by promoting programs, sharing community success stories, and creating content for platforms such as Instagram.
- Help enhance visibility and community involvement through creative storytelling and online engagement strategies.

- Provide responsive, professional communication to participants, parents, and community partners to ensure positive relationships and high-quality service.
- Deliver day camps (e.g., March Break Camp, Weekend Camp, and Summer Camp) and other virtual and in-person educational programs across the Greater Toronto Area.

Requirements:

- A passion for community services, youth programming, and inclusive education.
- Strong communication and interpersonal skills.
- Ability to work collaboratively within a team environment.
- Experience with Canva, Google Workspace, or similar digital tools.
- Ability to work **35–40 hours per week**, including evenings and weekends based on assigned shifts.
- Mobility to commute to locations across the Greater Toronto Area, particularly York Region and Toronto.
- A valid Standard First Aid with CPR-C certification and a satisfactory Vulnerable Sector Check (required before first day; not reimbursed).
- Candidates must be between 15–30 years of age, a Canadian citizen/permanent resident/refugee protection status, and have a valid SIN.

Assets:

- Experience in community outreach, customer service, program delivery, or related fields.
- Experience working with youth, families, or diverse community groups.
- Fluency in more than one language (reading, writing, speaking, listening).
- Access to a car and a valid G2/G Ontario driver's licence.

This is a fully in-person position. Salary ranges from \$18–26/hour, dependent on experience, skills, education, and role.