



180 Shaw Street, Lower Level II  
Artscape Youngplace  
Toronto, ON, M6J 2W5  
Tel: 416.532.9485  
Fax: 416.532.7653  
Email: [info@cmcp.ca](mailto:info@cmcp.ca)  
Charity Reg. 11886 7985 RR0001

**Position Title:** Community Service Worker

**Contract length:** 8 weeks, 35 hours/week

**Expected start date:** June 30, 2025 (Main Site), July 7, 2025 (Gooch)

**Job Types:** Full-time, Temporary, Contract

**Salary:** \$17.20 per hour

**Location:** 3735 Dundas Street West, M6S 2T7 (Gooch)/ 180 Shaw Street, M6J 2W5 (Main Site)

**# of positions available:** 3

#### **ABOUT COLLEGE-MONTROSE CHILDREN'S PLACE:**

CMCP has supported Healthy Children, Healthy Families and Healthy Communities in downtown west Toronto since 1983. Working with our many community partners we create and adapt Family Support and Early Learning Programs to meet the changing needs of children and their families. We are committed to excellence and strive to achieve the highest quality standards in all that we do. College-Montrose Children's Place creates welcoming inclusive environments that value the diversity of its communities. For more information, please visit our website at [www.cmcp.ca](http://www.cmcp.ca)

#### **CMCP PROGRAMS:**

CMCP operates and manages EarlyON Child and Family Centres and its satellites, as well as Family Resource Programs. We offer early learning, literacy and parenting programs and services for parents/caregivers and children from age 0 to 6 yrs. We provide places for children and their parent/caregivers to take part in activities, obtain information about child development and access services to support their children's development. Programs are held throughout downtown west Toronto.

#### **Key Responsibilities Include:**

- Support with outreach planning and implementation.
- Communication with participants (emails, phone calls, social media posts).
- Work at the food bank.
- Research community resources.
- Support with community events.
- Support with fundraising initiatives (research and implementation of activities).
- Work in the drop-in with families with children 0-6 yrs.
- Support with parent relief/child care.
- Support with collecting and coordinating data.



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- Graphics for flyers, workshops, reports, etc.
- Assist with writing newsletters, designing.
- Work in frontlines of family resource drop-in program (indoors and park programs)
- Participate in set up and facilitation of community events
- Participate in organization daily debriefings and monthly staff meetings

#### Qualifications:

- **Be 15 years to 30 years of age (inclusive at the start of employment).**
- Is a Canadian Citizen, permanent resident, or person on whom refugee protection has been conferred under the *Immigration and Refugee Protection Act*.
- Is legally entitled to work according to the relevant provincial / territorial legislation and regulations. (international students are not eligible. Recent immigrants are eligible if they are Canadian citizens or permanent residents).
- Previous experience working with families with young children, working in the family support sector.
- Energetic, motivated and interested in making a difference by working for a non-profit.
- This position will be a combination of working remotely and in person, with some flexibility in the hours worked remotely.
- Willing to work some evenings and weekends.
- Hard-working, reliable, flexible and able to multi-task.

Successful applications will also be required to complete a vulnerable sector screening. Qualified individuals are invited to submit their application by email with subject title CSJ Community Service Worker to [edizon@cmcp.ca](mailto:edizon@cmcp.ca) by 5:00pm Friday, June 13<sup>th</sup>, 2025.

CMCP encourages applications from candidates, whose background is diverse in terms of culture, race, language, religion, class, gender/sexual orientation, including those who may need accommodation. Only applicants selected for interviews will be contacted. **No phone calls please.** CMCP is a scent free environment. **CMCP is committed to providing accommodations for individuals with disabilities, upon request.**