



Coordonnator of Cooperative Group – SUMMER 2020

Job Details :

Job Type: Casual / Temporary

Number of positions: 2

Closing date: March 29, 2020

Place of Work: The entire territory of the Municipality of Chelsea

Are you interested in collective entrepreneurship and would like to introduce young people to it? Are the themes of cooperation, citizen involvement and youth skills development important to you? During the summer the Coop "d'initiation à l'entrepreneuriat collectif" project aims to give high school students an experience in cooperative entrepreneurship through the development of a service cooperative during the summer.

Job Description:

As a Coordinator, you are responsible for training, supporting and mentoring high school students in developing their COOP project for the summer season. The coordinator acts as a project manager for the young entrepreneur in order for them to learn to develop their skills in the cooperative entrepreneurial field. He or she insures a link between the local committee and the COOP entrepreneurship program. Finally, he or she is called to perform other related tasks.

Main Responsibilities :

- Participate in the coordinators' training;
- Recruit and select the young entrepreneurs;
- Maintain a communication channel with the local committee;
- Provide training to the young entrepreneurs;
- Supervise the students in the planning and realisation of their CICE project;
- Support the young entrepreneurs' efforts in start-up, planning, promotion, contract negotiation, accounts payable, and other activities;
- Support the overall cohesion of the group and encourage autonomy and initiative as they gradually take responsibility for their project;
- Write a report at the end of the project.

Skills and Qualifications :

- Must be a full time or part-time College or University student.
- Bilingualism required (French - English);
- Valid First Aid training (an asset);
- Hold a valid drivers license;
- Training in recreation, administration, entrepreneurship, education, social work or communications (an asset);
- Work experience with teenagers (an asset).

Work Conditions

- Duration: 12 weeks (from May 15th to August 11th 2020);
- Full time (35 hrs / week);
- Intensive training provided (19/20/21 May);
- Salary: \$17/h;
- A background check of judicial file will be made.

To apply, send a cover letter and a resume to the attention of Roxanne Laframboise-Larose, r.larose@chelsea.ca, Committee member of the CICE.

Submission deadline is 11:59 p.m. on March 29th, 2020

For more information, please call 819-827-6201.