

### **Programs Support Assistant (Canada Summer Jobs)**

This is a Canada Summer Jobs position (35 hours/week for 16 weeks, \$20.90/hour). Applicants must be abortion affirming and gender affirming. Ability to speak Arabic is a plus. This role will support education and peer health teams, and community programs at SHORE Centre.

### **Job Activities**

- Assist SHORE educators with preparation and delivery of evidence-based educational workshops on sexual health topics aligned with the Ontario Health and Physical Education Curriculum
- Attend weekly virtual and in-person peer health programming and support with setup/clean up, childminding, and other tasks as needed
- Support development of arts-based and interactive youth programming
- Prepare teaching aids, worksheets, presentations, and resources as assigned
- Support curriculum developments and updates aligned with SHORE values
- Assist with social media and outreach materials on as needed basis
- Support fundraising data organization and communications
- Attend community events and booths as representative of SHORE
- Participate in team meetings and collaborative work

### **Qualifications**

- **Eligible for Canada Summer Jobs:**  
<https://www.canada.ca/en/employment-social-development/services/funding/canada-summer-jobs/applicant-guide/who-can-apply.html>
- Strong communication and teamwork skills
- Interest in sexual and reproductive health
- Comfortable with public speaking and giving educational presentations
- Strong organizational and time management skills
- Commitment to inclusion and anti-oppression



## Working Conditions

Regular office hours are 9:00-4:30 with a half hour unpaid lunch. Occasional flexibility is required for after-hours programming, however there will be advance notice. This is a full-time (35 hours per week) position for 16 weeks.

This position requires long periods of sitting, although there are opportunities to stand and stretch. There are also long periods of focused attention as well as significant use of screens.

This is a hybrid position working primarily remotely with expected regular attendance at scheduled community programming across Waterloo Region. Option to work on-site at our Waterloo clinic location may be available.

Our clinic is on the first floor of an accessible building and we have an in-suite accessible washroom. We are a low/no scent environment however we use cleaning agents regularly for our in-house clinic.

This role will be compensated at an hourly rate of \$20.90 per hour and will also be entitled to a pro-rated amount of wellness hours based on the duration of the contract.

## To Apply

**Please email your resume and cover letter to [jobs@shorecentre.ca](mailto:jobs@shorecentre.ca) by Friday May 1st 2026.**

Your cover letter should demonstrate why you are interested in working with SHORE Centre, an organization that focuses on sexual and reproductive health and education.

**Position is expected to start mid-May in order to fulfill Canada Summer Jobs requirements.**

We thank all applicants but only those selected for an interview will be contacted. Interviews will be held on a rolling basis as applications are received, beginning before the post's closing deadline due to the immediate start-date for this position.