



THE EXCEL EMPOWERMENT CENTRE

The Excel Empowerment Centre Inc. (TEEC),
Province of Manitoba, Urban Green Team
Diversity Day Camp Activities Lead

*The Contract Period is from June 22, 2026, to August 31, 2026 (9 Weeks)
20 – 25 hours per week, 9:00 am – 3:30 pm or 1:00 pm – 6:00 pm Monday
to Friday, and some weekends*

The hourly pay rate is \$16.00

The work site is TEEC Centre, 580 Victor Street.

The Excel Empowerment Centre Inc. (TEEC) is a hub focused on empowering women, girls and children, with specific targets for gender equality. We aim to help women, girls and children, particularly those impacted by war, gain the skills and confidence needed to become self-reliant, obtain meaningful employment, and achieve overall wellness in Canada. We are committed to promoting positive peace and reconciliation, sustaining gender equity, providing intervention responses to socioeconomic barriers, practicing trauma-informed care, and offering comprehensive support to ensure that all women, girls, and children receive the necessary assistance.

Guided by the TEEC's vision of working together through encouragement and education, the **Diversity Day Camp Activities Lead** plays a crucial role in transforming children's lives by promoting educational and recreational activities that aid healthy child development.

The successful candidate in the role will work closely with the team to cultivate a safe and positive learning environment.

The **Diversity Day Camp Activities Lead** is an organized leader who embodies TEEC values and has experience guiding fun activities for children ages 5 – 12. This role reports to the **Children and Youth Development Coordinator** and includes key responsibilities.

Roles and Responsibilities

- Ensure that programs meet goals and objectives by preparing, delivering, tracking, and evaluating arts and crafts, literacy, outdoor adventures, educational, and recreational activities.
- Create a safe space for children to explore and celebrate their values and creativity.
- Foster positive peer relationships among program participants.
- Manage conflict situations with the Director of Programming and Special Projects' support.
- Assist in the recruitment and registration of program participants.
- Ensure participant safety by following the agreed-upon protocol for mandated reporting.
- Coordinate guest speakers, partnership programming, field trips, and parent involvement in program activities.
- Follow the direction of the Children and Youth Development Coordinator regarding offered programs and adapt/enhance when necessary.
- Record and maintain program, attendance, outcome, and evaluation data in TEEC's portal.
- Regularly document and share with staff highlights from programs and events in support of funder development and relationship building.
- Actively participate in collaborative team meetings and exchange ideas and practices.
- Fulfill any other necessary duties.



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Qualifications

- Minimum education requirement: Grade 11 (or near completion)
- Experience working with children aged 5 to 12 years old.
- Experience in delivering and supporting programs in a fun, interactive, and empowering learning environment.
- Ability to adapt lessons and activities that engage and appeal to children under 12.
- Experience or ability to work independently in the following program areas of children and youth development, experiential education, health, and wellness.
- Positive and professional interaction with partners, agencies, and community site staff.
- Provide timely, specific feedback to other stakeholders.
- Motivating and inspirational verbal presentation style.
- Ability to encourage genuine and respectful communication among program participants.
- Excellent verbal and written communication skills.
- Ability to work cooperatively in a team environment, sharing information, ideas, and effective practices.

Desired Certifications

- First Aid & CPR, Level C.
- N.V.C.I.
- Babysitting Certificate.

Additional Information

The Excel Empowerment Centre Inc. (TEEC) is an inclusive community committed to equitable employment. Applicants are encouraged to share their values and how they identify.

To apply, please submit your cover letter and resume requesting the attention of

Nyawech Deng

Child & Youth Engagement Coordinator

childrenandyouth@teec.ca

580 Victor Street

Winnipeg, Manitoba

All applicants must be legally entitled to work in Canada