

Description de tâche pour l'agent jeunesse

La personne appuiera le responsable des programmes jeunesse du CCO en :

- Appuyant les comités locaux pour la mise sur pied de coopératives jeunesse de 16 à 35 ans ciblant les nouveaux arrivants
- Appuyant la création de modèles de formation pour la jeunesse
- Renforcer les liens avec les organismes régionaux, provinciaux et interprovinciaux
- Appuyer la mise sur pied d'un camp d'été coopératif École de jeune créateur coopératif (19 à 35 ans)
- Participer aux forums et colloques jeunesse au Québec afin d'établir des partenariats et d'étudier différents modèles jeunesse pour les adapter à notre milieu franco-ontarien
- Participer aux forums et colloques jeunesse et contribuer au développement des résultats de ces colloques
- Appuyer la formation d'un comité provincial d'intervenants jeunesse pour assurer une bonne participation et représentativité de toutes les régions en Ontario français.
- Recherche et rédaction de demandes de fonds

Appuyer la tenue de rencontres récurrentes pour assurer l'avancement positif des initiatives jeunesse.

*A noter que la langue de travail au Conseil de la coopération de l'Ontario est le français.

8 TIPS ON APPLYING FOR THIS JOB FROM ON CO-OP

Before applying for this Internship position you should...

1. Confirm your eligibility for the CIEP program (Co-operative Internship Experience Program). (Criteria includes: **must be 30 years of age or younger**; recent college/university graduate; able to start work Nov 23, 2009 – more criteria at www.ontario.coop/interns). Each CIEP position is a 26-week contract position at the salary posted. **You MUST meet all eligibility requirements to be hired under the CIEP program – no exceptions.**
2. Confirm you meet the requirements of the posted position as detailed by the host organization.
3. Research the host organization you are applying for to ensure a good fit. Visit its website or perform an Internet search.
4. Research the Ontario co-operative movement. Almost all of the available positions are hosted by co-operatives, or other Social Economy partners. Visit www.ontario.coop > *What is a Co-op* to learn about co-ops.
5. Check – and double check - your spelling and grammar, as well as the image of you that your application package portrays. (This includes everything included in your Application Package: resume, cover letter, references and the e-mail you send to On Co-op applying for the position with the host organization.) Avoid texting short forms.
6. Include the job title and host organization applied for in the subject line of your e-mail (or within the body of your e-mail) and also in the first lines of your cover letter. **Because of the volume of mail received, Application Packages that lack this information will be immediately deleted and not processed.**
7. Send your Application Package (cover letter, resume, and references) to the Ontario Co-operative Association, NOT the organization providing the job description. As the organizers of the CIEP program, On Co-op processes all of the CIEP applications, screens them and sends them to the host organizations for consideration. Send all e-mail to ciep@ontario.coop, fax to 519.763.7239 or mail to On Co-op, 450 Speedvale Ave. W., Suite 101, Guelph ON N1H 7Y6. **Your application MUST arrive in our offices by Friday November 6, 2009 to be considered. The first day of work is Monday November 23, 2009, and the final day is May 21, 2010.**

More than 1000 applications for the 14 posted job positions are expected for the CIEP second intake. **Do everything you can to make sure YOUR application rises to the top of the pile.**

ABOUT THE CIEP PROGRAM: On Co-op, in partnership with Service Canada - Career Skills, presents the Co-operative Internship Experience Program (CIEP). These Internship postings are designed to assist recent college and university graduates make the transition into the world of work. And introduce them to the world of co-operative enterprise.

CIEP is a wage-subsidized employment and skill-building program. It provides host organizations within Ontario's co-operative sector with Interns, while building the skills and knowledge of a new generation of leaders.

Hosts are co-operative organizations and sector partners. These organizations must be part of the membership of On Co-op, or apply for membership in the Association, to take part in the CIEP program.

Interns are recent college or university graduates, under 30 years of age, who wish to be placed in a co-operative enterprise for 6-months and earn a reasonable wage during that time.