



Full Time Contract – Temporary  
Youth\* Paid Internship Position in partnership with St. Stephen's Community House  
For  
Supporting Our Youth (SOY)  
A program of Sherbourne Health Centre

Job Title: Project Assistant - FRUIT LOOPZ Youth Festival at Pride 2012  
Hours: 37.5 Hours/week, some weekends and evenings required  
Extended time commitment will be required on Saturday June 30, 2012  
Contract dates: March 3, 2012 – July 15, 2012

**Description of duties:**

- Coordination and recruiting of volunteers and performers
- Organizing, booking and chairing meetings
- Organize performers, their schedules based on length of performances
- Community group presentations on SOY and Fruit Loopz
- Development and distribution of promotional advertising
- Report writing
- Office duties as required

**Basic skills required:**

- Good written and verbal English
- Computer proficiency in Excel, Word, some graphic design, e-mail and internet.
- Good public speaking skills
- Ability to communicate needs clearly
- Strong time management and organizational skills
- Knowledge of the LGBT community and SOY
- Experience in working with youth

**Other Qualifications**

- First Aid & CPR an asset
- Other languages an asset

**\*Eligible applicants must be:**

- Between the ages of 16 and 25
- Out of school/not planning to return
- Not eligible for EI

Please Submit your resume by: **4pm February 3rd, 2012**  
TO

[lking@sherbourne.on.ca](mailto:lking@sherbourne.on.ca) or fax it to: 416-324-4262 – ATTENTION: FRUIT LOOPZ  
and call 416-324-5083 Lorelei King

