mindyour**mind** is a program of **ConnexOntario** Health Services Information. and an award-winning, internationally recognized youth mental health engagement program. We work to improve mental health outcomes for young people and emerging adults aged 14 to 29 through meaningful participation and collaboration.

We partner with youth, emerging adults, and the professionals who support them to co-develop innovative, evidence-informed tools and resources that promote wellness, reduce stigma, and increase access to community supports. Through active engagement, best practices, technology, and our Design Studio model, mindyourmind works with young people to co-create resources that inspire help-seeking, peer support, systems change, and resilience.

To join our winning team, we are looking for a

YOUTH ENGAGEMENT COORDINATOR

(1-year Contract)

$26.15 per hour for 37.5 hours per week

Essential duties & responsibilities:

Reporting to the Community Engagement and Partnerships Lead, the successful candidate will advocate for youth mental health and addictions while contributing to meaningful community impact. The role requires strong interpersonal skills, creativity, and adaptability when working within a small, collaborative, fast-paced team.

The candidate will be focused, proactive, and calm under pressure, with strong time management and clear communication skills. A positive, confident presence and a genuine commitment to youth mental health and teamwork are essential.

Specific Functions:

- Lead and support Youth Council operations, including recruitment, onboarding, facilitation of meetings, and ensuring authentic youth voice informs programs and projects.
- Build and maintain relationships with youth, youth-serving organizations, frontline workers, and community partners, and support outreach for focus groups, design labs, and special projects.
- Communicate effectively with youth and partners through presentations, written communications, social media, web content, and the co-creation of youth-friendly, evidence-informed resources.

- Support facilitation and delivery of sessions, including small group discussions, focus groups, and education sessions.
- Maintain accurate documentation, including meeting notes, attendance records, consent forms, participation lists, and organizational trackers

Requirements and qualifications:

- Bachelor's degree in the Human Services field or equivalent combination of education and lived or professional experience
- Experience working in a youth-focused (14 yrs to 29 yrs) social service or community setting with external partners
- Strong understanding of and sensitivity to youth mental health and addictions
- Excellent verbal and written communication skills
- Proven time management and the ability to take initiative with minimal supervision
- Confident facilitation skills and comfort engaging diverse groups of youth
- Strong organization and documentation skills
- Proficiency with Microsoft 365
- Comfortable using social media for engagement and basic content creation

Nice to have:

- Basic familiarity with Canva
- Experience supporting grant applications

Working Conditions:

- Some evening and weekend work may be required
- Occasional travel within Ontario

We offer:

- Competitive compensation and benefits package
- Health and care leave days
- Vacation credits
- Pension Plan

The successful candidate must be a passionate and dynamic advocate for youth and mental health and addictions, who enjoys working with like-minded individuals. They should possess excellent interpersonal skills, be able to be flexible and adapt to working within a small team and fast paced environment.

If you believe that you can be part of this, please apply on our career website: https://www.connexontario.ca/careers or send your Resume to hr@connexontario.ca

mindyour**mind** is an employment equity employer that embraces diversity and is committed to creating an inclusive workplace. Our goal is to attract, develop and retain talented employees from diverse backgrounds, allowing us to benefit from a wide variety of experiences and perspectives.

In accordance with the Ontario Human Rights Code, Accessibility for Ontarians with Disabilities Act (AODA) and our organization's policy, accommodations will be provided at any point throughout the hiring process. If you require an accommodation, please let us know in your cover letter.

We thank you for your interest; however, only selected candidates will be contacted for an interview.

A satisfactory Police Criminal Records Check/Vulnerable Sector Check will be required before hiring.