

JOB POSTING: Program Coordinator (StoryScape Youth Program)

Organization: The StoryBridge Network

Location: Winnipeg, MB (Hybrid: In-person & remote)

Supervisor: Executive Director

Duration: 8 Weeks (Consecutive)

Hours: 35 hours per week

Wage: \$18.50/hour

Application Deadline: May 15, 2026

Start Date: June 1, 2026 (negotiable)

About The StoryBridge Network

The StoryBridge Network is a community-driven organization that uses storytelling and creative expression to foster resilience, inclusion, and social change. We create spaces where diverse lived experiences can be shared and valued. Through workshops and community partnerships, we support newcomers, youth, and older adults in building confidence and a sense of belonging through storytelling and the expressive arts.

Position Summary

The **Program Coordinator (StoryScape Youth Program)** will lead the planning and implementation of smaller youth-focused activities and manage the administrative framework for the **StoryScape** Youth Program.

This role is ideal for a detail-oriented individual interested in nonprofit management and community arts. The Coordinator will focus on the logistics of creative programming, participant coordination, and the administrative tasks required to ensure a successful youth program.

Key Responsibilities

- **Activity Planning:** Coordinate the implementation of in-person workshops and youth activities.
- **Administrative Oversight:** Manage participant registration, family communication, and program documentation.
- **Facilitator, Knowledge Keeper & Artist Coordination:** Act as the primary point of contact for facilitators, guest artists and Cultural Knowledge Keepers from various community backgrounds.
- **Youth Engagement:** Facilitate daily logistics for youth participants (ages 10–16) to ensure a safe, organized environment.

- **Project Documentation:** Assist in the production of the *StoryScape* youth zine and support program evaluation through data collection and reporting.

Qualifications & Requirements

- **Eligibility:** To meet Canada Summer Jobs criteria, applicants must be between 15 and 30 years of age at the start of employment.
- **Preferred Education:** Candidates with post-secondary education (completed or in progress) in Social Sciences, Education, Fine Arts, Conflict Resolution, or Nonprofit Management are strongly encouraged to apply.
- **Experience:** Previous experience in program coordination, office administration, or working within diverse community settings (Indigenous, immigrant, newcomer, and settler contexts) is preferred.
- **Skills:** Strong organizational and time-management skills to handle complex program logistics.
 - Excellent written and verbal communication.
 - Ability to work independently and collaboratively within a small, dedicated team.
 - Maturity and the ability to navigate the complex social dynamics of intercultural community work.

Learning Outcomes

The StoryBridge Network provides a mentorship-focused environment. In this role, you will:

1. Gain hands-on experience in **Nonprofit Project Coordination**.
2. Develop skills in **Intercultural Facilitation** by engaging with diverse cultural groups.
3. Enhance **Administrative Competency** through the management of community-facing programs.

How to Apply

Please submit a resume and a brief statement of interest (max 1 page) describing your experience in community programming and why you are interested in this role to:

Dr. Patlee Creary, Executive Director, The StoryBridge Network

Email: info@thestorybridge.ca

The StoryBridge Network is committed to diversity and inclusion. We welcome applications from all qualified individuals, including newcomers and those seeking to contribute to Winnipeg's vibrant cultural fabric.