



CANADIAN
UNITARIAN
COUNCIL

CONSEIL
UNITARIEN
DU CANADA

CANADIAN UNITARIAN COUNCIL YOUTH AND YOUNG ADULT CONNECTIONS Job Description – Part-Time Position

OVERARCHING VALUES

The Canadian Unitarian Council covenants to affirm and promote these principles:

- The inherent worth and dignity of every person;
- Justice, equity, and compassion in human relations;
- Acceptance of one another and encouragement to spiritual growth in our congregations;
- A free and responsible search for truth and meaning;
- The right of conscience and the use of the democratic process within our congregations and in society at large;
- The goal of world community with peace, liberty, and justice for all;
- Respect for the interdependent web of all existence of which we are a part;
- Individual and communal action that accountably dismantles racism and systemic barriers to full inclusion in ourselves and our institutions

ROLE OVERVIEW

The Canadian Unitarian Council envisions a Canadian Unitarian Universalist faith where youth (14-19 years) and young adults (18-35 years) are an integral part of vibrant and resilient multi-generational, diverse communities.

To achieve this goal, the Youth and Young Adult (YaYA) Connections role is responsible for working collaboratively with youth and young adult leaders, adult allies and religious professionals in Canada to support and enhance youth and young adult connections by:

- overseeing and coordinating youth and young adult events
- increasing awareness of and engagement with youth and young adults
- supporting leadership opportunities for youth and young adults
- maintaining and enhancing a network of connections and engagement

This is a half-time position averaging 18.5 hours per week.

RESPONSIBILITIES

1) Events:

- Discern, create and organize effective youth and young adult events that create space for connection and engagement
 - Coordinate all aspects of CUC youth and young adult events, including recruiting and supervising contract staff and volunteers,



working with hosts and congregations, and coordinating logistics and program planning.

- Youth events: Manage and attend all CUC youth events, which include CanUUdle - the CUC's annual national youth con
- Young adult events: Coordinate young adult events which usually includes Chorus - the CUC's annual national young adult gathering and a Young Adult Retreat
- Create/curate resources for youth event planning (for use by CUC and congregations)
- Ensure, with the Executive Director, that all safety and event-related practices and policies are current and updated regularly
- Provide evaluation mechanisms for all YaYA events

2) Communications (In collaboration with CUC Communications Staff):

- Coordinate all YaYA-related publicity and outreach
- Suggest website and social media content, and other communications related to youth and young adult events
- Support all YaYA-related social media and postings, including Instagram, Facebook, and all YaYA-related groups administered by the CUC
- Maintain communications with youth, youth advisors, young adults, religious professionals, and congregations in matters relating to YaYA connections
- Update YaYA contact information in coordination with CUC Administrator
- Act as the main contact for all YaYA-related matters

3) Engagement and Collaboration with CUC staff team and UU leaders:

- Participate in staff team meetings and planning as necessary
- Consult with congregations on youth and young adult inclusion
- Provide support for and enhance relationships with congregational Youth Advisors, Religious Exploration and lifespan learning staff and ministers
- Ensure all CUC events have youth and young adult components wherever possible
- Ensure planning of all CUC events is undertaken with a youth and young adult lens, and is sensitive to and inclusive of, youth and young adult perspectives and experiences
- Curate and publicize continental and international youth and young adult events and leadership opportunities

4) Supports and Promotes Youth Empowerment

- Help create and/or sustain Youth leadership/empowerment initiatives such as youth advisory bodies and networks like MyceliUUm



- Promote/organize trainings such as Youth Advisor Trainings, Youth Chaplaincy Trainings, Youth Leadership Trainings, and Youth Worship Trainings
- Publicize Canadian and international youth and young adult leadership opportunities

5) **Support for Youth Observers to the CUC Board:**

The CUC Board of Trustees values the engagement of youth and the contribution of youth perspectives to the Board. There are two Youth Observers (YOBs) on the board, with one Senior and one Junior YOB. The YaYA will be knowledgeable about the interactions of the YOBs and the Board.

The YaYA provides logistical support for the annual YOB elections which take place in the spring. This includes:

- Working with the current YOBs to establish and confirm elections processes, timing and platforms
- Working with the YOBs and communications staff to publicize the opportunities as widely as possible
- Provide technical and other assistance as needed during the process and at the elections

The YaYA will collaborate with the two YOBs to support other YOB initiatives such as the current “Zine.”

CORE COMPETENCIES

- Communications, including software proficiency
- Organization
- Decision-making
- Leadership
- Attention to detail
- Innovative and creative thinking
- Networking & relationship building
- Strategic and analytical thinking
- Event and project management
- Creativity and sense of humour

REQUIREMENTS

- Post-secondary education in a relevant field, or equivalent in life and work experience with youth and young adults, and in the areas of event/project coordination, communication, and other relevant areas
- Deep commitment to Unitarian Universalist values
- Understanding of youth and young adult dynamics, developmental needs and theories
- Knowledge of multigenerational ministry and Unitarian congregational dynamics



- Understanding and knowledge of and ability to work within the Youth and Young Adult Empowerment Model
- Excellent interpersonal and relationship-building abilities
- Strong communication skills, both written and verbal
- Fluency and confidence in computer and web platforms and applications
- Proven facilitation, leadership and conflict resolution skills
- Ability to think strategically and to develop effective work plans
- Interpersonal skills in volunteer motivation, recruitment and management
- High level of confidence in using social media for publicity, information sharing and connection
- Self-motivated and well-organized
- Ability to meet deadlines, multitask and work independently as well as with a team

WORKING CONDITIONS

- Home office or ability to work in CUC office based in Toronto. Home office expenses can be claimed from the CUC
- Ability to travel to events and meetings (usually 2-4 times per year)
 - All travel costs associated with the position are covered by the CUC
- Flexibility to work evenings, weekends and overtime as required for events and during busy periods (usually a heavier workload in the spring and fall)
- Must be eligible to work in Canada
- This position reports to the Executive Director.

COMPENSATION AND BENEFITS:

Compensation is in the range of \$32,000 - \$34,000 annually. After a satisfactory probationary period, this position is entitled to the CUC benefits package, which includes RRSP contributions and health benefits.

APPLICATION:

Please apply to jobs@cuc.ca with a CV and letter by May 25, 2026. The anticipated start date is June 16 2026.