



## **Astonished! Leadership Team**

### **Job Posting**

#### **Job Title: Astonished! Leadership Team ~ Team Member**

#### **Introduction**

Astonished! is a registered non-profit charity based in Regina, Saskatchewan. We work in an **inclusive community** to address barriers facing young adults with complex physical disAbilities (Core Members) by creating opportunities for teaching and learning; social, recreational and cultural engagement; and for employment and housing.

One program area includes the Astonished! Social Club. Under the supervision and mentorship of the Astonished! Program Coordinator, Astonished! contracts with the Astonished! Leadership Team. Due to the COVID-19 pandemic, we are reducing the Leadership Team from a 5-member team to a 2-member team indefinitely. This 2-member team of young adults, with and without complex physical disAbilities, plans and carries out monthly inclusive, social, recreational, and cultural events for the Astonished! community. Monthly events typically take place in the evenings and/or weekends with each event being approximately 1-3 hours in length. Events will take place virtually or in-person based upon the COVID-19 pandemic and its responses. Example events from years previous include the Winter Games (variety of adapted physical activities and minute-to-win-it competitions), Astonished! Amazing Race Competition, Cougar Hockey games, bowling, local theatre plays, paint nights etc.

We are looking for individuals to join the team.

#### **Contract Goal**

To work as a team to plan, implement, and evaluate monthly events that further build, grow, and strengthen the Astonished! Community.

#### **Contract Terms and Conditions**

Time Frame: September 14, 2020 – April 30, 2021

Payment: Each team member will earn \$800.00, which will be paid in 2 installments - the first installment issued halfway through the contract and the final sum issued at the end of the contract. Within the contract time frame, unforeseeable circumstances may arise that cause a team member to miss requirements (events or meetings). Team members may miss a



total of 2 requirements within a contract period without penalty. A team member will be docked \$50.00 per missed requirement if the team members exceeds the 2 missed requirements quota.

### **Principal Functions and Responsibilities**

- Work collaboratively as a team to plan, promote, implement, and evaluate monthly inclusive social/recreational events based on the strengths, needs and interests of the Astonished! community (September 2020 – April 2021).
- Attend monthly Astonished! Leadership Team meetings in order to plan, promote, and evaluate the monthly events.
  - Some event details may be planned via email and or text messaging. Astonished! Leadership Team Members are expected to respond to email and other forms of communication within 72 hours.
- Arrive a minimum of 30 minutes (in-person) or 15 minutes (virtually) prior to the scheduled start time of the event to prepare for the event and be prepared to stay after the event for post-event clean-up.
- Provide support to Core Members during events to facilitate their participation in the planned activity.
- Socialize with Core Members during events and perform other event duties as outlined in planning meetings.
- Provide support, direction and feedback to event volunteers.
- Events are to be scheduled and posted a minimum of 3 weeks prior to the event to facilitate the needs of the participants.
- Work within the budget outlined by the Astonished! Interim Manager/Executive Director.
- Report to the Executive Director at the end of your term to identify successes, concerns, problems, and areas where more support is required.
- Travel within Regina and nearby cities to make Social Club event content deliveries to our participants.

### **Requirements**

- Interest in the commitment to work in an inclusive community to address barriers facing young adults with complex physical disabilities
- Commitment to build an inclusive community
- Kind, compassionate, and caring
- Criminal record check
- Available in the evenings and on weekends
- Able to travel to a variety of locations in Regina (for meetings, events and deliveries)
- Provide your own attendant if needed



## **Instructions to Applicants**

Please fill out and forward the application included below to [elisa.wong@beingastonished.com](mailto:elisa.wong@beingastonished.com) with the subject 'Leadership Team Employment'. We also invite applicants to forward a resume and cover letter.

Applications will be considered until noon on September 7<sup>th</sup>, 2020.



## Astonished! Leadership Team Application

### Personal Information

---

**First Name**

**Last Name**

**Middle Initial**

---

### Present Address

---

**City**

**Province**

**Postal Code**

---

**Phone Number**

**Email Address**

**In 750 words or less, describe a) what inclusion means to you, b) how you are currently engaged in an inclusive community and c) the value of recreation and social opportunities. In addition, please identify 2 activities you think the Social Club should plan.**