

Join Our Team!

About AYEDI

AYEDI is a grassroots organization led by Afghan-Canadian youth, for Afghan-Canadian youth. The first of its kind in Canada, AYEDI is a non-partisan organization that works to build civic engagement and social development amongst Afghan-Canadian youth. We were founded on a belief that Afghan youth can play an active role in creating short- and long- term change for our diaspora. Our mission is to build community capacity, provide enriched programming activities and opportunities, and support inclusive engagement and advocacy.

AYEDI's programs and initiatives are rapidly growing. We are seeking motivated and passionate individuals to join our Executive Board to further amplify our impact.

This is a great opportunity for you to contribute towards building a powerful movement of young Afghan-Canadians creating sustainable change in our diaspora.

All positions are remote and volunteer.

Deadline to apply

Friday, February 12, 2021 11:59pm

Interviews will be taking place on:

- Thursday, February 18
- Friday, February 19
- Saturday, February 20

How to Apply

Please submit your application for the position that you are interested in by completing [this form](#). You will be asked to submit a resume and answer specific questions depending on the position.

Contact

Please email team@ayedi.ca with any questions.

Program Directors (2 positions)

AYEDI's programs and initiatives are rapidly growing. We are seeking two (2) motivated individuals to join our Executive Team as Program Directors to be a key part of our program delivery. Program Directors will bring their expertise, passion and enthusiasm to further amplify our impact. Directors will demonstrate a high standard of excellence in their role as the primary contact for all AYEDI's program participants. The required time commitment is approximately 5 hours per week, with an increase in hours during peak program times.

What can I expect to do in this role?

Independently and as part of a team, you will:

- Provide project leadership, with support from the Vice President, on the coordination and implementation of AYEDI programs, including the Afghan Youth Mentorship Program, Afghan Community Impact Incubator, and upcoming programs in 2021-2022
- Play a key role in program execution by coordinating with the Executive Team for outreach, communications and program evaluation
- Support the Vice President and Executive Director in the conceptualization, development and evaluation of AYEDI programs, and provide recommendations for improvements of existing programs
- Develop and nurture critical partnerships and relationships and foster collaboration efforts among all program participants and relevant stakeholders
- Be responsible for program delivery, including direct engagement with AYEDI's program participants to administer the program, facilitate workshops, and provide support
- Support administrative functions, including record keeping and virtual file organization
- Troubleshoot program and logistical roadblocks by liaising with the Vice President and Executive Director

How do I qualify?

- You have strong oral and written communication and presentation skills to present, lead and participate in discussions with various audiences and prepare correspondence, communications material, planning documents, reports, and presentations in a professional manner and as required by the demands of the program
- You have strong strategic orientation and demonstrated knowledge of and experience in managing projects, including planning, monitoring and delivering results. Previous demonstrated management experience is considered an asset
- You can negotiate and mediate resolution to issues effectively
- You can initiate and nurture strong working relationships with colleagues, program participants and stakeholders and act as a trusted advisor
- You can manage deadlines and competing priorities
- You have experience with and/or strong passion for work in the areas of community development, with Afghan-Canadian youth, and Canadian politics
- You have the ability to use good judgement in all aspects of your work, including demonstrated political acuity, sensitivity, discretion and willingness to respect and include the perspectives of others with diverse backgrounds and experiences
- You have experience using common computer software