

Youth Employment Services Manitoba (YES Manitoba) is seeking an ECHO Program Volunteer! This position helps deliver innovative career development programming for youth aged 12 – 21 who are incarcerated at the Manitoba Youth Centre (MYC), equipping youth with key skills to live independently and acquire meaningful employment post-release.

Position: ECHO Program Volunteer

Hours: Casual, approximately 4 – 8 hours per month; schedule to be determined based on program needs and flexible based on volunteer's schedule

Location: Programming primarily takes place at the Manitoba Youth Centre located at **170 Doncaster Street** in Winnipeg. Training and onboarding—alongside other shifts as needed—will take place at the YES Manitoba office, located at **614 – 294 Portage Avenue**.

About Us:

Located in the heart of downtown Winnipeg, **YES Manitoba has been providing free employment services to young Manitobans, aged 16-29, for over 50 years.** We provide a safe and supportive environment where youth facing barriers to employment can learn new skills, develop confidence in themselves, and feel supported during their transition to employment. We develop relevant and responsive programming to meet the needs of Manitoba's youth, community organizations, and industry partners.

In 2025, YES Manitoba launched the new **ECHO (Education, Careers, and Healthy Outcomes for Justice-Involved Youth) Program**, in partnership with the Manitoba Youth Centre, funded in part by the Winnipeg Foundation. The program focuses on connecting incarcerated youth with knowledge, skills, and confidence related to the world of work. The ECHO Program introduces incarcerated youth to important topics such as interview etiquette, resume development, post-secondary options, working safely, and understanding your rights. The program aims to address the systemic barriers to employment that formerly incarcerated youth and young adults face as they transition into the community.

Duties and Responsibilities:

The ECHO Program Volunteer will help support programming and workshops at the Manitoba Youth Centre under the supervision of the ECHO Program Coordinator. Primary duties will include:

- Assisting in the delivery of workshops, including contributing to discussions, supporting youth to utilize technology, reinforcing key concepts, helping youth complete worksheets, and other duties as assigned.
- Developing resumes with youth in hands-on resume clinics.
- Participating in 'Mock Interviews' and other individualized programming to help youth practice their skills.
- Setting up supplies and organizing program materials.
- Representing YES Manitoba in a positive light, forming productive connections with participants and their supports.
- Researching and updating presentations and workshops as assigned to ensure they remain relevant.

Volunteering at YES Manitoba – Benefits and Training:

Volunteering at YES Manitoba is an exciting and rewarding experience for a student who is interested in a career or further study in education, social work, criminal justice, youth work, community development, human rights, or other social services fields. We welcome students of all levels of experience with an interest in working with young people. A reference letter will be provided to volunteers. Volunteers will receive training in key career development

topics, such as resume development and labour market trends.

Additional Notes:

This position requires a current satisfactory Criminal Records Check (including Vulnerable Sector Search), and Child & Adult Abuse Registry as conditions of becoming a volunteer at YES Manitoba. A security check is considered current if it was obtained no more than six (6) months prior to the start of employment. Only original copies of the CRC, CARC, and AARC will be considered acceptable for the purposes of this policy. Fees for the Criminal Record Check and Child and Adult Abuse Registry Checks are the responsibility of the successful applicant.

We are committed to a workforce that reflects the diversity of those we serve. We encourage applications from all qualified individuals including applications from all cultures, racialized communities, abilities, diverse sexual and gender identities and others who may contribute to the further diversification of ideas. If you identify as First Nations, Métis, Indigenous, racialized, a member of the LGBTQIA2S+ community, a person with a disability, a person with lived experience in the child welfare system, and/or a member of a marginalized community, you are encouraged to indicate this when applying. We are committed to accommodating applicants with disabilities throughout the recruitment process and will offer reasonable accommodation to individuals participating in the selection process upon request.

YES Manitoba provides free, inclusive employment services for youth ages 16 to 29. Our purpose is to help youth realize their potential to become self-sufficient and strive to create a warm and welcoming environment for participants, community members, and staff. We meet people where they are and for who they are.

The offices of Youth Employment Services Manitoba (YES Manitoba) occupy the stolen ancestral territories of the Anishinaabeg, Ininiwak, Ithiniwak, Denesuline, Anishiniwak, Dakota Oyate and Nakota Peoples and on the National Homeland of the Red River Métis. The land falls under Treaty 1, which was signed in 1871 and facilitated the theft of this land from several local Anishinaabe First Nations. We respectfully acknowledge that we live, work, and learn on these lands. However, a land acknowledgement is only a small step in the right direction when moving towards learning the truth and committing to reconciliation. YES Manitoba is dedicated to expanding our knowledge related to the ongoing colonization taking place in Canada, and continuing to learn its impact on our participants and community.

How to Apply:

Please email your resume to eforest@yesmb.ca, including “ECHO Program Volunteer” in the subject line. Please include a brief summary of why you are interested in volunteering with us and why you are interested in supporting youth at the Manitoba Youth Centre.

We thank all who apply but only those selected for an interview will be contacted.