



## *YOUTH VENTURES PROGRAM COORDINATOR*

**CBDC CELTIC IS SEEKING A DYNAMIC PERSON** to deliver the Youth Ventures Program pending funding approval. The Program involves promoting and fostering entrepreneurship among students from Goulds/Petty Harbour-Maddox Cove to Riverhead, St. Mary's Bay. The position will be based in Ferryland and requires travel throughout the region.

### **Responsibilities of the Coordinator:**

- solicit youth participants from the region
- develop and present workshops on preparing business plans and business operation workshops
- provide necessary counselling and support to individuals, in the areas of business plan development, administration, and marketing
- monitor the progress of the youth businesses
- liaison with local business mentors
- prepare reports as required

### **Qualifications should include:**

A good knowledge of small business; business plan development; word processing, presentation and spreadsheet software; strong communication and interpersonal skills; and the ability to work with minimal supervision. Preference will be given to individuals who have completed or are currently enrolled in a business degree or business studies program. Access to a vehicle is required.

Only those selected for an interview will be contacted.

This is a sixteen (16) week placement with an anticipated start date April 22, 2019.

Resumes will be accepted via email until **Wednesday, March 27, 2019** to:  
[gertie.molloy@cbdc.ca](mailto:gertie.molloy@cbdc.ca) [www.cbdc.ca/celtic](http://www.cbdc.ca/celtic) [www.youthventures.nl.com](http://www.youthventures.nl.com)