

Myles Ahead Canada Summer ‘Youth Change Makers’ Role Descriptions

Introduction

Myles Ahead, Advancing Child & Youth Mental Health (Myles Ahead) will employ seven Canadian youth (aged between 18-30) over the 2026 summer (April - August) through the Canada Summer Jobs program. The Myles Ahead 2026 Summer Youth Change Maker team will be instrumental in building Myles Ahead’s profile, its online platform and social media communications, and assist with the planning and delivering of key fundraising and youth mental health awareness events and Myles Ahead initiatives.

Summary of roles

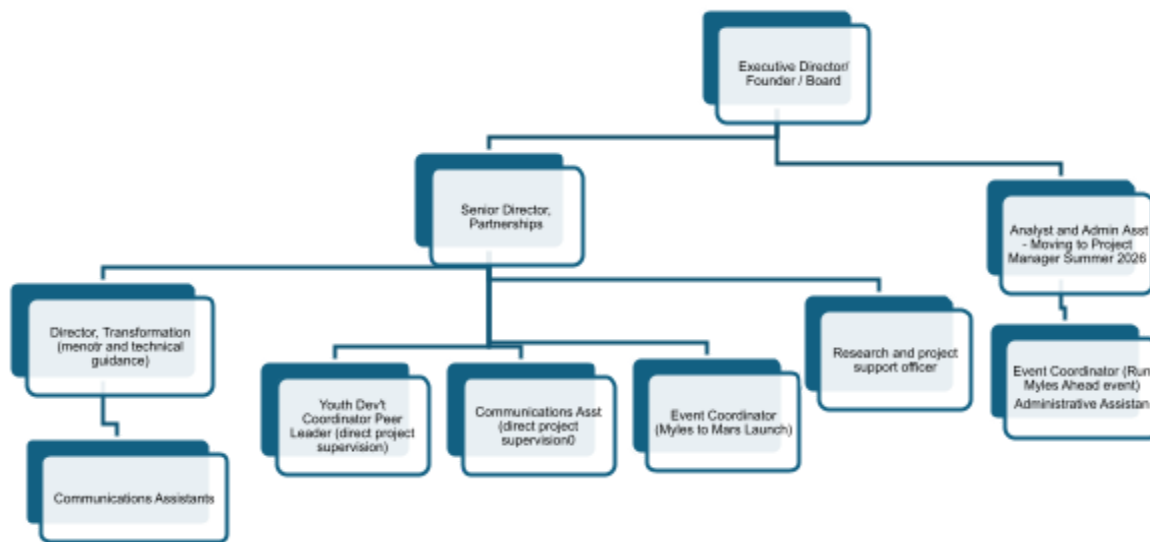
The roles will be recruited over the summer with staggered start and finishing times from April 20th through to end July/ early-August. On-site and whole team meetings will be scheduled as well as regular one: one and group supervisory meetings and check-ins over the summer. As some projects are reliant on external partnerships, these interdependencies will require staff to be flexible with a willingness to adapt to emerging opportunities or changes in key project areas.

The Myles Ahead Youth Change Makers summer 2026 team is comprised of:

- 3 x Youth Development Coordinators (Myles Ahead Peer Leaders)
- 2 x Communication Advisors
- 1 x Event Coordinator
- 1 x Administrative Support Officer

Organizational structure

Below is an overview of the structure for the team. Note that while this is expressed as a traditional hierarchical structure, Myles Ahead seeks to establish a culture that is collaborative and collegial, recognizing that leadership occurs across in all positions, and at all levels and stages. In general terms, the lines depict relationships of more senior and permanent staff who will support and guide the Myles Ahead Change Makers temporary summer team. It is expected that individuals pitch in across areas, as needed, and contribute to a cooperative team environment.



Youth Development Coordinators (Myles Ahead Peer Leaders)

Myles Ahead is recruiting three Youth Development Coordinator (Myles Ahead Peer Leaders) roles to support and provide peer youth leadership and lived experience expertise across Myles Ahead initiatives and for the Myles Ahead Change Maker team.

Job Summary:

The Myles Ahead Peer Leaders will be responsible for providing lived and living experience expertise, supporting peers and youth working with Myles Ahead during the summer in research, advocacy, and system change initiatives. As such, it is a genuine requirement of these roles that youth have lived and living experience related to mental health and/ or addiction challenges and the unique system lens and insights it brings.

Key responsibilities:

- **Strategic Lived and Living Experience Expertise:** Provide lived and living experience analyses and expertise to support the advancement of key initiatives (Myles to Mars; SaFER Space; online safety and other discrete projects)
- **Business development:** Research, identify gaps, and propose direction and resources to position Myles Ahead as a leader and provider in youth and caregiver engagement practice across diverse sectors
- **Youth co-design coordination and support:** Provide support to recruit additional youth and provide peer support on suicide prevention and co-design initiatives.
- **Government relations and sector advocacy:** Provide peer leadership in a range of sector and government discussions to advance reforms and ensure the youth voice and perspective is centred
- **Youth Peer Support and team development:** Build team understanding of youth mental health issues through group supervision sessions and orientation.

Requirements:

- Age: 18–29 years old and legally eligible to work and receive payment in Canada
- Currently enrolled in or recently graduated from a post-secondary (university or college) program in community development, arts, health, or science
- Strong interpersonal skills and the ability to share lived experience insights to range of audiences with sensitivity and impact
- Experience working in peer support and peer advisory roles
- Deep understanding and lived experience of youth mental health issues, system challenges and barriers and interest in making a difference in youth mental health and suicide prevention.

Location: Toronto/ remote/work from home with some in-office team and community outreach, events, and project locations. **Employment Dates:** Apr- July 2026; 30-35 hours per week; for 8-9 weeks. Hourly rate commensurate with experience, up to \$25.50/ hour.

Communications Adviser

Myles Ahead is recruiting two communication advisors to support its summer Myles Ahead Change Maker program.

Job Summary:

The Communications Advisor will support the planning, execution, and evaluation of communication products and approaches to support fundraising, advocacy, and outreach objectives activities of Myles Ahead.

Key Responsibilities:

- **Communications:** Development of communication products and messaging to promote Myles Ahead events, advocacy, and fundraising activities and drive engagement across Myles Ahead's channels and platforms
- **Grant Support:** Assist in compiling grant proposals by gathering relevant program data, success stories, and creating materials to secure additional funding and build profile of Myles Ahead
- **Event support and collaboration:** Work closely with the Youth Coordinators and Event Coordinator to ensure consistent messaging and branding.

Requirements:

- Age: 18–29 years old and legally eligible to work and receive payment in Canada
- Currently enrolled in or recently graduated from a post-secondary (university or college) program in communications, business, general bachelor of arts
- Strong writing and organizational skills. Detail oriented and proactive
- Graphic design, video, social media and website development, technical skills, and experience in a range of tools e.g. MailChimp; Canva; Wordpress
- Strong interpersonal skills and the ability to deliver presentations to engage diverse audiences, potential corporate sponsors and donors as well as liaise with politicians, community leaders, and government officials
- Passion for and knowledge of youth mental health issues and interest in making a difference in youth mental health and suicide prevention.

Location: Toronto/ remote/work from home with some in-office team and community outreach and event locations predominantly in East End (Beaches East York/ Leslieville/)

Employment Dates: Apr- July 2026; 30 hours per week; for 8-9 week; Commensurate with experience between \$17.60-\$21/hr.

Event Coordinator

Myles Ahead is recruiting one Event Coordinator to plan and deliver signature events as part of its summer Myles Ahead Change Maker program.

Job Summary:

The Event Coordinator will be responsible for planning and delivery of key fundraising events, and Myles to Mars initiative launch.

Key Responsibilities:

- **Communications:** Work with Communication Advisors on development of material such as corporate sponsorship package and youth stories to support fundraising activities and launch event
- **Community engagement and partnerships and stakeholder management:** Research, identify and engage corporate and other sponsors and partners, community groups and associations in the work of Myles Ahead
- **Project management and coordination:** Develop and manage event plans, ensuring coordination of volunteers, team tasks, and participants.

Requirements:

- Age: 18–29 years old and legally eligible to work and receive payment in Canada
- Currently enrolled in or recently graduated from a post-secondary (university or college) program in communications, business, general bachelor of arts
- Strong organizational and event planning and execution skills. Detail oriented and proactive
- Strong interpersonal skills and stakeholder management expertise including the ability to identify leads and sponsorship opportunities. Engage local business and other corporate sponsors and donors as well as liaise with politicians, community leaders, and government officials
- Passion for and knowledge of youth mental health issues and interest in making a difference in youth mental health and suicide prevention.

Location: Toronto/ remote/work from home with some in-office team and community outreach and event locations predominantly in East End (Beaches East York/ Leslieville/)

Employment Dates: Apr- July 2026; 30 hours per week; for 8-9 week; \$17.60/ hour.

Administrative Support Officer

Myles Ahead is recruiting one Administrative Support Advisor to support the success of the 2026 summer Myles Ahead Change Maker program.

Job Summary:

The Administrative Support Advisor will be responsible for supporting projects and event implementation and administrative requirements related to onboarding and supporting the Myles Ahead Youth Change Maker team.

Key Responsibilities:

- **Leadership and team support:** Support for onboarding team and ensuring compliance with HR processes in relation to staff pay and reimbursements
- **Project management:** Ability to manage multiple tasks and scheduling meetings and activities; liaising with Executives, and government officials
- **Research, data management and record keeping:** Accurate record keeping and maintenance of systems and data and
- **Business development support:** Identifying grant and other funding opportunities and assistance with the development of proposals.

Requirements:

- Age: 18–29 years old and legally eligible to work and receive payment in Canada
- Currently enrolled in or recently graduated from a post-secondary (university or college) program in communications, business, bachelor of arts/ humanities/ social sciences
- Strong organizational skills. Detail oriented and proactive with customer service and/ or administration experience particularly in charity/ not-for-profit sector
- Strong interpersonal skills, stakeholder management and customer service.
- Passion for and knowledge of youth mental health issues and interest in making a difference in youth mental health and suicide prevention.

Location: Toronto/ remote/work from home with some in-office team and community outreach and event locations predominantly in East End (Beaches East York/ Leslieville/)

Employment Dates: Apr- July 2026; 30 hours per week; for 8-9 week;