



1900 Davenport Road Toronto, ON M6N 1B7, www.dpcm.ca

DPCM Canada Summer Jobs 2026: 5 Positions Available

July 6 – August 28 (Eight Weeks)

One Project Administration officer, 35 hours per week, 8 weeks, \$17.60 - \$20 per hour

This position requires coordination, compliance, planning, reporting and leadership. The Project Administration Officer will work in the preparation of the project with DPCM staff and other partners, including the monthly meetings of Beyond Table 91, Davenport Community Land Trust and the weekly Bread and Bricks Social Justice Group. The leader will assist DPCM staff in the administration, planning, outreach and evaluation of the project. The Project Administration Officer will ensure that all reports and paperwork are properly recorded and submitted. The Project Administration officer will review all incident reports and ensure proper health and safety procedures are followed. The Project Administration officer will conduct and assist in a final evaluation report of the project. The Project Administration officer will meet with all Canada Summer Jobs staff on a regular basis and report directly to the community minister.

Three Community Workers, each working 35 hours per week, 8 weeks, 17.60 - \$18 per hour

The **Community Worker** will work in a team with the Project Administration Officer, the CSJ team, the Community Minister and other DPCM team members. Team members will reach out to the community, helping to facilitate regular community group meetings, developing stories, preparation of food, assisting in film production and reporting activities. This project will be supporting small businesses in the community. We will be working with Seniors, children and youth in seeking alternative ways of providing arts, entertainment and recreation in a multi-ethnic community including Afro-Caribbean, indigenous, French, Italian, Spanish and Portuguese peoples.

One Communications Director, 35 hours per week, 8 weeks, \$17.60 - \$19 per hour

In collaboration with the Project Administrative Officer, the Community Minister, DPCM team and the CSJ team, the **Communications Director** will help gather information such as identifying needs, partners, engage with community members by participating and organizing meetings in the community, organizing field trips to gardens, markets, participate in Family Camp and other activities. The Communications Director will work with the CSJ Team in both internal and external communications, building up a library of materials that DPCM can use in its work in the community. DPCM conducts weekly and monthly meetings with community members, partner agencies. DPCM works in a multi-ethnic community including Afro-Caribbean, indigenous, Italian, Spanish and Portuguese peoples. DPCM runs annual Family camps, artistic visits. DPCM plans, organizes and participates in community events such as BBQs, educational seminars, museum trips. DPCM is also involved with a local gardening group that is also involved in food production and environmental education.

You must be eligible to work under the Canada Summer Jobs program to qualify. A Full Disclosure/ Vulnerable Sector Police Reference Check is required if you are over 18 yrs on July 6.

To apply, please indicate which position you are most interested in. In your cover letter, tell us why this 8-week position appeals to you and what you can contribute to it. Tell us about your interest and experience in organizing community events. Your application will include your background, skills, and accomplishments. You may also send us samples of your work, videos, possibly also in YouTube, web pages, social media, anything that will make you shine.

This summer, we hope to help in the neighbourhood gardening projects, in reactivating the outdoor bake oven and to also offer a Repair Café or a Bike Rodeo at Pelham Park. Tell us how any of this appeal to you. We are looking for participants who are willing to meet and work with people, have research and analytical skills. CSJ participants will also help to coordinate DPCM's annual Family Camp at Sparrow Lake Camp on August 21-23. CSJ participants will also be offered the option to join Family Camp.

While it is not a requirement, as the project is located where there are newcomers who speak French, and because the project is located near a French speaking school, it would be beneficial if the person has French language skills.

To know more about DPCM, please visit our website, dpcm.ca, read our annual reports, our social media pages, Instagram: [dpcm1900](https://www.instagram.com/dpcm1900), Facebook and, our YouTube channel, "Tasting Davenport Routes".

Email your application **by 4pm, Wednesday, June 17** to dpcommunityministry@gmail.com. Replies to your application and **interviews will take place the week of June 22.**

If you are invited for an interview, please bring with you the names of three people, previous employers or teachers, unrelated to you, who we can call for a reference. References will be contacted only if you are a candidate that will be offered a position.

No phone calls please. We will not accept AI-generated responses and applications.