



Shad2026 – Program Assistant Posting

Must be available from Tuesday, June 30 to Saturday, August 1, 2026.

The Shad Live-in Program runs Sunday, July 5 – Friday, July 31, 2026.

About Shad

At Shad Canada, our goal is to inspire youth from across Canada to solve problems and influence positive change in the world through STEAM and entrepreneurship. We believe that when young people are empowered to take risks and explore their potential, they go on to impact their communities in meaningful ways and inspire others to do the same.

Alumni of the program go on to create an impressive network of social innovators and industry leaders, putting the program's values into practice across a range of social and professional sectors in ways that facilitate lasting change.

About Shad Live-in

Shad Live-in is a transformational STEAM and entrepreneurship program in July for students in grades 10 and 11. During the immersive month-long program, students live on campus and participate in a real-world design challenge that prepares them to take on social and economic challenges. The program affords students an amazing opportunity to prepare for post-secondary education, participate in university-level lectures and labs and hear from professionals and knowledge keepers. The program runs from Sunday, July 5 – Friday, July 31, 2026.

About the Role

As a Program Assistant, you'll live on campus at United College for the duration of the program and be responsible for the education, mentorship, and safety of Shad participants. It is a multifaceted role with a focus on fostering a safe, inclusive and engaged community. You'll create, lead and deliver academic workshops that draw from your own interests and experiences, guide discussions, and support program operations and logistics.

The Program Assistant is accountable to the Program Director and, in addition to delivering program content, plays a coach, mentor and advisory role for participants during the program.

Here's what you'll do:

- Be fully present in pre-program team training on-site in the days leading up to the program
- Be available for mutually agreeable virtual team sessions scheduled at the Program Director's discretion
- Be fully present in program activities, which may include lectures, workshops, events, recreational activities, cultural and social field trips
- Live on campus for the duration of the program. Room and board is provided
- Prepare two hands-on workshops, on a topic of your interest with approval from the Program Director, prior to your arrival on campus for Team Training
- Monitor and support engagement, interaction, performance behaviour of Shad participants, reporting and consulting with Program Directors regarding any concerns
- Play an advisory and mentor role for Shad project groups of 8-10 participants
- Act in accordance with Shad's risk management policies and frameworks, to ensure the safety and well-being of program participants
- Assist in the organized and timely execution of program activities and logistics
- Write a final report that highlights areas of strengths, needs and recommendations to elevate the program for future years

You bring:

A confident and friendly mentorship style – you will work closely with Shad participants and Team Members from across the country with differing communication styles. You will be guiding participants through program activities, mediating conflicts, facilitating discussions, providing directions and instructions and be one of the first Team Members they turn to when they have an issue. You are approachable, a clear communicator and able to excite and engage Shad participants in the program.

A mindset for safety, inclusion and community – the well-being of Shad participants and Team Members is always our top most priority during the program. You take initiative to ensure safety measures and risk-management frameworks are being implemented and have a keen eye for monitoring the physical and emotional well-being of participants and the Shad community as a whole. You are also able to self-manage your own health throughout the immersive 27-day program, ensuring you are mindful of your own energy and wellness.

You also have:

- Experience working with and being responsible for youth in a variety of roles
- An ability to anticipate problems and take initiative to solve them before they happen
- Diverse and well-rounded experiences and interests that features community service, volunteer work and extracurricular activities
- Experience in collaborative team environments
- A strong sense of responsibility, maturity and ability to exercise good judgment

- Completed or are completing an undergraduate program (preferably in their 3rd or 4th year).
- Reached the age of 18 years old
- Are legally eligible to work in Canada
- STEAM experience (an asset)

This is a short-term contract position with compensation ranging from \$3,850 to \$5,900, depending on experience. First time Program Assistants will be paid at a rate of \$3,850.

Please note successful candidates will be required to have a Police Vulnerable Sector Check completed, the results of which must be acceptable to Shad in its sole and absolute discretion, and hold current Standard First Aid and CPR certification prior to starting Team Member Training.

How do I apply?

To apply to be a Program Assistant with Shad Waterloo North, [click here](#). You can also get in touch directly with the Program Directors at erin.hogan@waterloo.shad.ca and tom.deligiannis@waterloo.shad.ca.

Program Assistant applicants are encouraged to refer to www.shad.ca for more information about the program.

Shad Canada values the diverse and intersecting identities of its participants, team members and contractors. We believe that equity and diversity is an integral part of the Shad community and are committed to accessibility for all. We look for applicants who embrace our values of equity, antiracism, and inclusion. As such, we encourage applications from candidates who have been historically disadvantaged and marginalized, including applicants who identify as First Nations, Métis, and/or Inuit/Inuk, Black, racialized, a person with a disability, women, and/or 2SLGBTQ+. All qualified candidates are encouraged to apply.