Website Development Assistant (High School Co-op)

Do you have a strong work ethic and are passionate about education and community programs? Be part of a team where you can work for a non-profit organization and make an impact on students to learn more! You can make a difference in the world by giving students the opportunity to access free and affordable educational services!

About York Region Educational Services:

York Region Educational Services (YRES) is a not-for-profit organization that provides individuals in York Region and beyond with free and affordable educational resources in a safe and supportive environment that inspires, motivates, and helps set the foundation for personal growth.

About this opportunity:

As a Web Developer, you will support YRES's digital operations by designing, building, and maintaining websites and web applications. You will help enhance YRES's online presence, improve user experience, and support our community programs and organizational initiatives through innovative digital solutions.

Key responsibilities are as follows:

- Develop and maintain responsive websites and web applications to showcase YRES programs and services.
- Collaborate with the marketing team to integrate digital content, campaigns, and interactive features.
- Troubleshoot, debug, and optimize websites for speed, security, and accessibility.
- Assist in designing user interfaces, graphics, and web layouts to ensure a consistent brand presence.
- Support the planning and execution of digital initiatives for day camps (e.g., March Break Camp, Weekend Camp, Summer Camp) and other virtual and in-person educational programs across the Greater Toronto Area.
- Work across different areas of the organization! While the majority of time will be spent on web development tasks, candidates may also support operations in other fields (e.g., IT support, digital strategy) to advance organizational growth.

Requirements:
- Dedication and passion for community impact, education, and youth-focused initiatives, with a strong interest in coding and UX design.
- Excellent written and verbal communication skills for effective collaboration with team members.
- Ability to work independently while coordinating with multiple stakeholders on digital projects.
- Proficiency in Google Workspace and Canva.
- Creative and innovative thinking with strong problem-solving skills.
- Exceptional attention to detail.
- Excellent organizational skills and ability to meet deadlines in a fast-paced environment.

Assets:
- Experience in UX design, coding, or youth-focused technical programs.
- Experience in team management and event coordination.
- Experience working with children, adolescents, or community organizations.
- Fluency in more than one language (reading, writing, speaking, and listening).