

JOB POSTING – PEOPLE & CULTURE INTERN

Organization:	Right To Play International
Department/Division:	People and Culture
Reports to:	Global Talent Acquisition Specialist
Work Location:	Toronto, Canada
Work Arrangement:	A combination of minimum 2 in-office days per week, and/or remote-working in accordance with Right To Play's work arrangement and the operational needs of the department
Target Hiring Salary:	CAD 17.20/hour
Target Start Date:	June 2 2025
Contract Duration:	Full-time, 8-week contract
Application Closing Date:	Open until position is filled

ELIGIBILITY:

This job is funded by The Government of Canada through the Canada Summer Jobs (CSJ) program. Only candidates meeting the eligibility criteria will be considered.

Eligible participants must be:

- between 15 and 30 years of age (inclusive) at the start of employment;
- Canadian citizens, permanent residents, or persons to whom refugee protection has been conferred under the *Immigration and Refugee Protection Act*; and
- have a valid Social Insurance Number at the start of employment and be legally entitled to work according to the relevant provincial or territorial legislation and regulations.

International students are not eligible.

More information is available [here](#).

ABOUT US:

We reach millions of children each year in some of the most difficult places on earth, helping them to stay in school and learn, overcome prejudice, heal from trauma, and develop the skills they need to thrive. We do this by harnessing play, one of the most fundamental forces in a child's life, to teach children the critical skills they need to dismantle barriers and embrace opportunities, in learning and in life.

Established in 2000, Right To Play reaches children through experiential programming in 14 countries in Africa, Asia, the Middle East, and North America. These programs are supported by our global offices in Toronto, Canada; London, UK and seven national offices across Europe and North America.



Phone: + 1 416 498 1922



Mailing Address: PO Box 108, Toronto Adelaide Retail, Toronto, ON M5C 2H8
Street and Courier Address: 43 Front St E, Unit 200, Toronto, ON M5E 1B3



Website: righttoplay.com



OUR CULTURE:

- **Accept Everyone** – *Be intentional about inclusion*
- **Make Things Happen** – *Seek opportunities to lead and innovate*
- **Display Courage** – *Act with integrity*
- **Demonstrate Care** – *Look after yourself and one another*
- **Be Playful** – *Have fun at work*

Please visit [our website](#) to learn more about who we are and what we do, and [watch this video](#) to find out about the five pillars of our Culture Code.

WHAT YOU'LL DO:

Right To Play's People & Culture Team supports over 500 employees across our 21 locations (including Canada). We seek to hire a visible minority youth with an interest in Human Resources and the not-for profit sector.

The People & Culture Intern will collaborate with our Headquarter (HQ) People & Culture team, located in Toronto, Canada and London, UK to support administration and improvement of recruitment processes. The intern will report to the Global Talent Acquisition Specialist, People & Culture, and work closely with other HR specialists on the team.

The People and Culture intern's work will contribute to ensuring the People and Culture recruitment processes and initiatives are rolled out in a consistent manner across all our locations, and employees and managers are well supported with the appropriate communications and tools. In addition, the intern will contribute to special projects.

- Collaborate with the HQ People & Culture team to support employees and managers with various recruitment related processes and procedures
- Conduct research to support various People & Culture projects to improve the quality and efficiency of our People & Culture function and integrate best practices into our processes and procedures
- Support People & Culture on other tasks as needed

WHAT YOU'LL BRING (ESSENTIAL):

- Able to manage competing priorities and deliver tasks and projects on spec and on time
- Comfortable in a fast-paced environment and meeting tight deadlines
- Detail-oriented, with strong organizational skills
- Eager to learn new skills and seeks out knowledge
- Demonstrated ability to work within a team while being adaptable and flexible
- Excellent interpersonal relationship skills and collaborative, supportive mindset
- A confident oral and written communicator

BONUS IF YOU'LL BRING (NOT ESSENTIAL):

- Experience working/volunteering in a not-for-profit or human resources related capacity



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- Working towards completion OR completion of post-secondary education with a degree or diploma in human resources, business administration, or related fields.

HOW TO APPLY:

If you are interested in applying for this position, please apply with your resume and cover letter in English via the application link.

Application Link: <https://righttoplay.hiringplatform.ca/209743-people-culture-intern-csj-human-resources-assistant-2025/930942-application-form/en>

While we thank all applicants for their interest, only those selected for interviews will be contacted. **Shortlisting of applications will begin immediately.**

Right To Play provides equal employment opportunities to employees regardless of their gender, race, religion, age, disability, sexual orientation or marital status. As such, we encourage groups who have been historically disadvantaged with respect to employment to apply for positions at Right To Play. We offer a family-friendly environment that allows for flexible work arrangements in order to support staff diversity and ensure a healthy work-life balance.

We are a child-centered organization. Our recruitment and selection procedures reflect our commitment to the safety and protection of children in our programs. **The successful candidate will be required to provide a satisfactory Vulnerable Sector Screening or equivalent criminal check as a condition of employment.**

We value and promote a culture of diversity, equity, inclusion, and belonging. Should you require any accessibility related accommodations or specific adjustments to ensure fair and equitable access throughout the recruitment and selection process, and thereafter, please reach out to the People & Culture team by email at careers@righttoplay.com. All information provided will be treated as confidential and used only to provide an accessible candidate experience.

To learn more about who we are and what we do, please visit our website at www.righttoplay.com.



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