

**Overview:**

The Toronto Centre for Applied Buddhism (TCAB) is a registered charity in Canada. Established in 2019, we aim to provide educational programming that focuses on the application of the Buddhist teachings in contemporary societies through collaboration with educational institutions and Buddhist communities locally and internationally. Our current objective is to offer Buddhist education for mindfulness, counselling, psychotherapy and compassionate care. Since inception, we offer on-going classes in applied Buddhism and spiritual care as well as free Buddhist counselling to the community.

In 2022, we launched the “Buddhism In Prisons Canada” community engagement initiative to support mindfulness, meditation, and spiritual care programs for incarcerated individuals. We started with a Buddhist Book Donation Program for Canadian Prisons. Subsequently, we established the Study Partnership Correspondence Course “Understanding and Transforming Anger with Mindfulness” that accepts students from prisons across Canada. Since February 2025, we publish a bilingual monthly Buddhist newsletter that is distributed in Canadian prisons.

The placement:

As a Program & Outreach Assistant, you’ll gain hands-on experience in nonprofit program development, community engagement, and administrative operations. This placement will offer exposure to the incredible work of Buddhist chaplains and volunteers, based on best practices in spiritual care and trauma-informed programming.

<https://appliedbuddhism.ca/>

<https://www.buddhisminprisons.ca/>

The position:

Your responsibilities will include:

- Assist in planning and coordinating, and be engaged in workshops, meditation circles, and educational events
- Create content for social media, newsletters, and our website
- Manage communications: support email outreach to volunteers, chaplains, and prison contacts
- Help track and distribute donated books through prison libraries and correspondence programs
- Provide Buddhist spiritual care to those in need
- Join the study partnership volunteer team to correspondence with inmates
- Support development of resources: program summaries, volunteer onboarding materials, and evaluation tools
- Coordinate data collection and basic reporting on program participation and impact

The opportunity:

Participating in a placement with the Toronto Centre for Applied Buddhism offers a unique opportunity for students to bridge academic learning with real-world community engagement. Through hands-on

involvement in community-based programming related to trauma, mental health and healing, students will gain both personal and professional growth rooted in social justice practice.

- Apply classroom theories about equity, anti-oppression, and systems change in a real-world, community-led context.
- Community Engagement & Outreach: Build relationships with diverse stakeholders, facilitate conversations, and support grassroots mobilization.
- Event Coordination: Help organize community events, fundraisers, and workshops—gaining project planning and logistics experience.
- Communication Skills: Write for public, academic, and advocacy audiences; manage social media and outreach materials.
- Organizational Skills: Learn how nonprofit and advocacy organizations operate, and support internal coordination tasks.

The ideal candidate:

- Strong research, writing, and communication skills—able to produce materials for both academic and public audiences.
- Brings creativity to event planning, content creation, and problem-solving.
- Capable of working independently, managing tasks, and taking initiative in a fast-paced, evolving environment.
- Passionate about dismantling systemic barriers related to access to healthcare and counselling
- Enrolled in a relevant discipline such as Buddhism, Psychology and Mental Health, Equity Studies, Social Justice Education, Environmental Studies, Public Policy, Urban Studies, Geography and Planning or similar.
- Brings an academic lens to their work but can translate ideas into accessible, community-facing actions.

How to apply:

For information about the application process, go to: <https://www.newcollege.utoronto.ca/cel-courses/cel-how-to-apply/>

Application deadline: Monday, July 28, 2025

For more information about the course, please visit: <https://www.newcollege.utoronto.ca/cel-courses/>

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Fall/Winter 2025-26