

POSITION

Activity Leader – Summer Student

NATURE AND SCOPE OF WORK

Under the direction of the Community Services Manager, the Activity Leader will assist in the planning, implementation and supervision of recreational activities for children. These activities may include, but are not limited to, outdoor recreation, arts, crafts, sports, games, music, dance, play and day trips. This position may be required to perform work in adverse weather conditions, including heat, cold and inclement weather.

DUTIES AND RESPONSIBILITIES

Without restricting the general nature and scope of the work, the following are illustrative examples of work expected of this classification:

- Plan, promote and deliver safe, healthy, positive interactions, communications, diversity and learning opportunities.
- Demonstrate effective communication and provide a diverse experience for participants.
- Ensure equipment is maintained with respect to safety and sanitation standards.
- Set up and clean up activity area and always ensure the safety and general well-being of all participants.
- Set up, organize and maintain appropriate equipment, materials and supplies.
- Establish and maintain effective working relationships with participants, parents and staff.
- Responsible to oversee sign in and sign out of children.
- Problem solving minor issues independently conferring with supervisor regarding progress concerns and recommendations.

QUALIFICATIONS

- Preference given to candidates currently attending a community college or university and planning to return to school in the fall.
- Current First Aid and CPR.
- Experience developing, promoting and leading recreation programs.
- Experience leading and supervising children aged 5-12 years.
- Physical ability to lift up to 75lb and withstand prolonged periods of standing, walking, squatting and bending.
- Ability to work independently and in a team environment.
- A clean and current criminal record check is a condition of employment and is the financial responsibility of the successful candidate.

WAGE AND HOURS OF WORK

\$20.62 in compliance with Schedule A of the CUPE 1908 Collective Agreement. Monday thru Friday 7 hours per day between the hours of 7:30 am to 6:00 pm. Occasional Saturday shifts for events may be required.