

Municipality of the District of St. Mary's



Position title: Summer Recreation Leaders
Reports to: Active Living Coordinator
Pay: \$12.55 an hour plus vacation pay
Hours: 35 hours a week
Length: 8 Weeks (July 6th- August 28th, 2020)
Number of positions available: Two

Position Summary:

Working under the direction of the Active Living Coordinator, the Summer Recreation Leader will be tasked with delivering recreational programming throughout St. Mary's during the summer season.

Duties:

- Deliver summer programming throughout the municipality during the summer months.
- Ensure the safety of children during all programming
- Maintain recreation equipment during programming
- Ensure that every child has the proper registration form completed
- Assist in the delivery of programming for teens and early years in the Municipality
- Ensure all facilities are returned to satisfactory condition after programs are complete
- Help to deliver special events as required
- To fill out and turn in expected paperwork and reports
- Attend any necessary training for position
- Other duties that may be assigned

Education Requirements:

- Applicant must be of legal working age (14 years old for this position)
- Successful applicant **MUST** be attending or returning to an educational institution in the Fall of 2020.
- High Five training would be considered an asset.

Skills and special knowledge:

- Supervisory experience and knowledge
- Must possess organizational skills and ability to multi-task.
- Must be able to work independently and as part of team

Additional Documentation:

- Applicants must pass a Criminal Record check
- Applicants must pass a National Child Abuse Registry check
- Valid Driver's License considered an asset
- The successful applicant is required to attend training workshops (no exceptions)

Terms and Conditions

- Only applicants with scheduled interviews will be notified
- Apply by Resume, Cover Letter and attached references by in person at the Municipal Office in Sherbrooke, by email at physical.activity@saint-marys.ca, fax at 522-2309 or by mail 8296 Hwy. 7, PO Box 296 Sherbrooke, NS, B0J 3C0. Deadline to apply is **4:00 p.m. June 26th, 2020.**