



## **Municipality of the District of St. Mary's**

**Position title: Summer Recreation Leaders**

**Pay: \$12.95 an hour plus vacation pay**

**Hours: 35 hours a week**

**Length: 8 Weeks (July 5<sup>th</sup>- August 27<sup>th</sup>, 2021)**

**Reports to: Active Living Coordinator & Director of Community Development & Recreation**

### **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 participants 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 2021.
- 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 [mallory.fraser@saint-marys.ca](mailto:mallory.fraser@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 7<sup>th</sup>, 2020.**