



Employment Opportunity:

Position Title: Casual Day Camp Councillor

Reports to: Community Development and Recreation Director

Classification: Full Time, Term

Hourly Wage: \$13.35

Position summary:

The Municipality is seeking one individual to fill the position of Casual Day Camp Councillor. Working under the direction of the Community Development and Recreation Director, the Casual Day Camp Councillor will be tasked with assisting the delivery of recreational programming throughout St. Mary's during the summer season with a focus on Recreation Day Camps.

Duties of the Position:

- Deliver summer programming at day camps 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 (ie. Canada Day, 55+ Games)
- To fill out and turn in expected paperwork and reports
- Attend any necessary training for position
- Other duties that may be assigned

Education and Qualifications:

- Must be legal working age, 14 years old for this position
- Experience working in recreation program setting would be considered an asset
- Must be returning to high school or post secondary school in September

Skills

- 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
- Vulnerable Sector 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)

This successful applicant will be expected to work 20 hours/week, Monday - Thursday and the hourly rate for this position is \$13.35.

Applications:

Applications by resume and cover letter along with references will be accepted until 4:00pm on Friday, June 10th, 2022 or until the positions are filled. Only those applicants selected for interviews will be contacted.

Applications accepted by:

Email to: recreation@saint-marys.ca

Mailed to: 8296 HWY 7, PO Box 296, Sherbrooke NS, B0J 3C0

Faxed to: 902-522-2309