



Employment Opportunity

Position Title: Recreation Leader

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

Classification: Part Time/Permanent

Wage: \$15.20 per hour

Position Summary:

Working under the direction of both the Community Development & Recreation Director Recreation Leaders will assist with the delivery of Recreation Programs, Services & Events throughout the Municipality of the District of St. Mary's.

Principle Duties and Responsibilities:

- To provide supervision, lead and assist with the evaluation of recreation programs, events and services.
- Assist the Before and After School Program as required.
- Complete Training as required.
- Ensure participant/public safety during programs and events.
- Assist with the planning and delivery of events.
- Ensure spaces are returned to satisfactory condition at the end of a program/event (i.e. neat, tidy, garbage disposed of, and floors are clean, etc.).
- Complete and submit required reports.
- Ensure all equipment is in good repair, well organized, cleaned, and stored in the proper place.
- Be a HIGHFIVE ambassador and model the five principles of the healthy childhood development at all programs and events.
- Complete training as required.
- Other duties as assigned.

Required Qualifications:

- HIGHfive Principals of Healthy Childhood Development.
- First Aid, Level "C".
- Candidates with a combination of experience and education will be considered.

Work Conditions

This is a part time position; work hours will be dependent on scheduled programming and events. It will be standard for work hours to include evening and weekend times.

Applications

Applications by resumes and cover letters will be accepted until November 8, 2024. Only those applicants selected for interviews will be contacted. Applications will be accepted by email to Mallory.Fraser@saint-marys.ca or by mail to 8296 HWY 7, PO Box 296, Sherbrooke NS, B0J 3C0. The successful candidate will undergo a reference review by the municipality. An RCMP, Vulnerable Sectors and Child Abuse Registry check will be required to satisfy standards for work with youth and/or vulnerable people. The Municipal Human Resource Policy, available at <https://www.saint-marys.ca/municipaldocuments.html>, provides more information about municipal employment standards, requirements, and benefits.

