

EMPLOYMENT OPPORTUNITY

Summer Leaders

Casual Exempt (Non-Union)
Recreation Services
Competition No.: 2021-003



www.rdn.bc.ca



rdncareers@rdn.bc.ca

SKILLS/EDUCATION

- High school diploma
- Minimum 1 year prior job-related experience working in a leadership role with children preferably in recreation
- Ability to safely and effectively supervise children and youth

APPLICATION DETAILS

Please quote competition 2021-003 and submit a cover letter and resume clearly outlining your education, experience and qualifications as they relate to this position and submit **via email** to rdncareers@rdn.bc.ca. To set up a profile and apply online please go to the following link:

[Employee Applicants](#)

[Non-Employee Applicants](#)

**Applications will be accepted until:
4:00 pm, on February 18, 2021**

Please Note: All new employees must submit a Criminal Reference Check (CRC) within 30 days of their start date. Those working with the vulnerable sector will be required to complete a CRC prior to their start date.

ABOUT THE ROLE

The Regional District of Nanaimo has up to 16 temporary casual employment opportunities available for Summer Leader positions. We are looking for enthusiastic and experienced leaders to deliver quality summer recreation experiences in the City of Parksville, the Town of Qualicum Beach, and Electoral areas E, and H. Reporting to the Recreation Programmers, the Summer Leaders will assist in planning, leading, and adapting summer recreation programs for children five to fourteen years of age. Summer Leaders provide the day-to-day operations and leadership involved in delivering day camp and playground programs. Inclusion Summer Leaders work directly with children three to fourteen years of age with diverse abilities.

QUALIFICATIONS

Excellent verbal and written communication skills and a general knowledge of recreation programs, summer day camps, and guiding children's behaviour are essential. Incumbents must possess and maintain a current first aid (Emergency First Aid or Standard First Aid or Emergency Childcare First Aid) and CPR B or C. Other applicable certifications such as a Class 4 Driver's License, High Five, NCCP, Canucks Autism Network, Physical Literacy 101, National Lifeguard, Water Safety Instructor, and training in nature interpretation and education, and outdoor skill development are considered assets.

POSITION DETAILS

These are temporary casual (up to 40 hours per week) non-union positions from June 14 to Sept 3, 2021. The (2020) rate of pay is \$19.10-\$20.30 per hour, plus 9% in lieu of benefits including vacation and statutory holidays. Attendance is mandatory for training scheduled **Monday June 14-Friday June 18, 2021**. These positions require some physical work; working outside with exposure to all types of weather conditions; and accompanying children in the water when swimming.

We thank all applicants in advance for their interest; however, only those selected for further consideration will be contacted.

Summer Leaders

Recreation Services

JOB SUMMARY

Summer Leaders contribute to the effective operation of the Recreation Services Department by planning, leading, and adapting summer recreation programs for children five to fourteen years of age. Summer Leaders provide the day-to-day operations and leadership involved in delivering quality day camp and playground programs.

PRIMARY DUTIES AND RESPONSIBILITIES

All Summer Leaders are responsible for: the delivery of quality recreation programs and activities; direct supervision, leadership and safety monitoring of participants; integration of children with varying abilities; providing direction and guidance to youth volunteers and Junior Leaders; providing excellent customer service; establish and maintain effective working relationships with parents, children, colleagues and Regional District of Nanaimo staff; maintenance and care of equipment and supplies; and other related duties as required.

In addition, Summer Leader 2s are responsible for assisting the Recreation Programmers and Summer Recreation Assistant with planning, supervising, and evaluating summer day camp and playground programs; providing written reports; scheduling activities; ensuring the program meets prescribed budget requirements and are accountable for program purchases and receipts.

Summer Inclusion Leaders are responsible for facilitating participation and adaptation of activities as required; providing personal care and support for children with diverse abilities; modifying instructions and encouraging independence where appropriate.

These positions require some physical work; working outside with exposure to all types of weather conditions; and accompanying children in the water when swimming.

JOB QUALIFICATIONS

Education/Experience

High school diploma plus applicable certifications such as a Class 4 Driver's License, High Five, NCCP, Canucks Autism Network, Physical Literacy 101, National Lifeguard, Water Safety Instructor, and training in nature interpretation and education, and outdoor skill development. Knowledge of tennis, basketball, volleyball and/or soccer instruction are considered assets. A minimum 1-year prior job-related experience working in a leadership role with children preferably in recreation.

Skills/Abilities

- Emergency, Standard or Emergency Childcare First Aid with CPR B or C
- Excellent verbal and written communication skills
- General knowledge of recreation programs, summer day camps, and guiding children's behaviour
- Ability to comprehend and carry out oral and written instructions
- Ability to perform assigned tasks in accordance with departmental procedures and established best practices
- Ability to safely and effectively supervise children and youth
- Ability to work within a team environment
- Strong interpersonal and leadership skills

Please note employment in these positions is subject to the receipt of a satisfactory criminal record check including a vulnerable sector check (current within 6 months) and driver's abstract (when applicable).