



JOB DESCRIPTION

POSITION TITLE: SUMMER LEADER (up to 3 positions)
REPORTS TO: RECREATION PROGRAMMER
CATEGORY: STUDENT – up to 40 HOURS/WEEK
UPDATED: JANUARY 2023
EMPLOYMENT DATES: JUNE 26 TO SEPTEMBER 1, 2023
HOURLY RATE: \$17.98

POSITION SUMMARY:

The Summer Leader position is an integral role for the Loyalist Township summer program. Summer leaders are responsible for assisting with planning, implementing and supervising a safe and well-balanced summer program. Under the supervision of the Recreation Programmer and Summer Senior Leader, Summer leaders will organize and execute activities, lessons, and events. The summer leader team is responsible for the day-to-day activities and safety of participants. This is a great opportunity for students seeking a career in concurrent education, childhood education, or recreation.

EDUCATION, SKILLS, TRAINING:

- Previous experience working with children in a camp/classroom setting
- University / College degree / courses in Concurrent Education, Early Childhood Education or Recreation
- Strong leadership skills
- Good knowledge of sports, games, crafts and music
- A valid class "G" driver's license is an asset
- Satisfactory driver's record
- Satisfactory CPIC (Criminal Record Check) including Vulnerable Sector, will be required by the successful candidate at their own expense
- Standard first aid with CPR-C
- High Five Principles of Healthy Child Development certification

KEY RESPONSIBILITIES AND DUTIES:

- Assisting with planning, implementation, and supervision of a safe and well-balanced summer program
- Plan and coordinate lesson plans and events
- Leading and supporting participants as they participate in age-appropriate activities

- Cleaning, maintaining and ensuring proper use of recreation facilities and equipment
- Administrative tasks such as attendance and incident/accident forms
- Participating in staff training including emergency procedures, training and the operation of Loyalist Township vehicles and the Come Out and Play trailer and weekly staff meetings
- Other duties as assigned

WORKING RELATIONSHIPS:

Internal

Daily communication with Township employees

External

Daily interaction with camp participants and guardians.

WORKING CONDITIONS:

Some normal office-type environment (may be located in office or other municipal buildings). May be seated or standing for long periods (3-4 hours). Frequent and regular outdoor work in various weather conditions including hot temperatures.

May require hours beyond the normal working day as required.

The job description reflects the primary duties and responsibilities of this position and should not be construed to describe in detail all duties and responsibilities of the job.

Please submit an application along with your cover letter and résumé using the Apply Now button below **by Sunday, February 26th at 11:59 PM.**

APPLY NOW!