

## SUMMER RECREATION PROGRAMS

### Instructor Leaders

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Are you looking for an exciting summer job with an opportunity to work with a great team and deliver summer programming for groups of children and youth? Then come join the City of Campbell River in our Summer Recreation Programs as Instructor Leaders!

**The role:** As part of a team working in our summer programs, you will be planning and leading a range of activities, out trips, crafts, and games, for young children (5 & under), children (6-11yrs) and/or youth (12-18yrs).

**Successful applicants must have the following:**

- Minimum 1 year experience leading and/or instructing groups of children (5 & under), children (6-11yrs) and/or youth (12-18yrs) within the last 5 years.
- Previous experience in recreation services.
- Courses or certification in Recreation Services (i.e., NCCP, Red Cross Leadership, Leadership Training).
- Related courses in Child Development, Community Development
- Occupational First Aid Level 1 and Child CPR.
- Must have the ability to obtain a current clear RCMP criminal record and vulnerability check.

The hourly rate of pay for this CUPE bargaining unit position is \$21.91 plus 12% in lieu of benefits (this is the equivalent to a wage of \$24.53).

The season for these short-term auxiliary roles typically starts in July and ends in late August with full and part-time positions available. The successful candidates will be required to attend training week that runs during the first week of July.

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For more information on these positions, please see the attached job descriptions that list all the duties and necessary qualifications.

**Screening will take place while the posting is open and qualified candidates will be contacted for interviews.**

**This posting closes on Wednesday, April 24th**

Please send your resume, cover letter and copies of your certifications, quoting **Competition EXT-24-046** to:



**Email:** [careers@campbellriver.ca](mailto:careers@campbellriver.ca)

Human Resources Department  
**City of Campbell River**  
301 St. Ann's Road  
Campbell River, BC V9W 4C7

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We thank all applicants, however, only those selected for interviews will be contacted.

## INSTRUCTOR/LEADER

**Approval Date:** January 2024      **Department:** Recreation & Culture

IAFF       CUPE       Management

**Title of Management Supervisor:** Recreation & Culture Supervisor

### General Accountability:

#### Purpose and Scope

- Reports to the Recreation and Culture Supervisor and takes direction from Program Coordinators, Programmers and/or Assistant Programmer.
- Provides leadership and ensures integration, safety, and all aspects of care for participants.

### Nature and Scope of Work

- Working with a group, plan, implement and evaluate a range of activities and events with young children (5 & under), children (6-11yrs) and/or youth (12-18yrs).
- Lead a variety of recreational activities.
- Participate in meetings, and leadership and teambuilding activities as needed.
- Work cooperatively with other program staff and program partners to promote inclusion.
- Implement the Leaders-in-Training volunteer program.
- Ensure safety and care of all participants.
- Ensure ongoing communication with parents, program partners and supervisor.
- Ensure equipment and facilities are used in a safe and proper manner.
- Complies with guidelines and procedures required for this program.
- Other duties as may be required.

### Necessary Qualifications

#### **Knowledge:**

- Clear understanding of the goals and objectives of recreation and inclusion.
- Good knowledge of developmental characteristics of children (5 & under), children (6-11yrs) and/or youth (12-18yrs).
- Good knowledge of age-appropriate games, sports, and crafts.
- Good understanding of volunteer mentorship.

#### **Skills:**

- Effective communication and problem-solving skills.
- Effective teambuilding skills.
- Experience participating or leading indoor and outdoor recreation activities.
- Demonstrates Departments Core Values: Acceptance, Teamwork, Trust, Integrity, Communication.

#### **Abilities:**

- Ability to supervise groups of children (5 & under), children (6-11yrs) and/or youth (12-18yrs) at all levels of child development.
- Ability to positively manage children's behavior.
- Ability to provide opportunity for play, mastery, friendship, and participation during program.

## **Job Description – Instructor/Leader**

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- Ability to work with minimal supervision.
- Ability to work within and contribute to a proactive team environment.
- Ability and willingness to contribute to maintaining a respectful, safe and supportive work environment that embraces diversity, along with treating everyone with courtesy, dignity and fairness.
- Ability to successfully attain and maintain a clear criminal record and vulnerable sector check.

#### **Education:**

- Related courses or certification in Recreation Services (ie. NCCP, Red Cross Leadership, Leadership Training).
- Related courses in Child Development, Community Development

#### **Training/Certification:**

- Occupational First Aid Level 1 (or equivalent) and Child CPR.

#### **Experience:**

- Minimum one (1) year experience leading and/or instructing groups of children (5 & under), children (6-11yrs) and/or youth (12-18yrs) within the last 5 years.
- Previous experience in recreation services.

#### **Preferred Criteria**

- Valid Class 4 or 5 Driver's Licence (required for some programs).
- Must produce and maintain a clear driver's abstract. (If driving for work)
- Related courses or certifications in Natural Sciences/Biology.
- Lifeguard Qualifications (NLS).
- Food Safe.
- Post secondary education (ie. Natural Sciences/Biology, Recreation, Education, Social Work, Child & Youth Care, Human Service Worker).
- HIGH FIVE: Principles of Healthy Child Development.

#### **Unusual Working Conditions**

- Some evenings and split shifts required.
- Some programs operate outdoors under all weather conditions.