municipality of cumberland

Summer Employment

Positions Available

The Municipality is currently seeking qualified applicants to fill two (2) Summer Recreation Leader positions located in Parrsboro, NS.

The Summer Recreation Leaders will be responsible for the ongoing delivery of the Adventure Camp and connecting children to nature daily. The Leaders will also be responsible for the development and delivery of sports programs and community-based physical activity opportunities for children, youth, adults, and seniors.

For additional information, including the full Position Descriptions, detailed Qualifications, and the Municipality's Personnel Policy, please visit our website at: www.cumberlandcounty.ns.ca

Interested candidates are encouraged to forward their resume by 1:00 p.m. Monday, June 21, 2021 in confidence to:

Kellie Seaman
HR Generalist & Safety Advisor

Email: kseaman@cumberlandcounty.ns.ca

MUNICIPALITY OF THE COUNTY OF CUMBERLAND

Position Description

Parrsboro and Springhill
Summer Recreation Leader

Term of employment: June 14th – September 3rd, 2021

Description

The Summer Recreation Leaders will be responsible for the ongoing delivery of the Adventure Camp and connecting children to nature daily. They will also work in coordination with the Summer Recreation Supervisors and the Active Living Coordinator to establish the program structure, goals, and objectives. This program is open to children and youth 5-12 years of age and will take place weekday morning and afternoons. The program will be focused on connecting children to nature and encouraging children to explore, take risks and be active outside in a safe environment.

In addition, the Summer Recreation Leaders will be responsible for the development and delivery of sports programs and community-based physical activity opportunities for children, youth, adults, and seniors. Successful candidates will be required to coach various sports and assist in the promotion and operation of all summer programs.

This position is based on a 40-hour work week and may be require the occasionally evening or weekends shifts.

This position is open to anyone between the ages of 15-30. Applicants do not have to be returning to post-secondary school in the fall.

The Summer Recreation Leaders will report to the Recreation Supervisor.

Behavioral Competencies

Behavioral competencies are how we behave, act, and think in the workplace. They are attained through formal and informal education and training, life and work experiences, and in our relationships. The core competencies required by this position include:

Teamwork	Customer Service
Communication	Flexibility

Key Outcomes and Responsibilities

- Responsible for the supervision and safety of all participants in our programs.
- Ensure all programs have a safe, age-appropriate, and child-centered delivery and approach.
- Responsible for some of the creation and delivery of promotional materials.
- Work in coordination with the Summer Recreation Supervisors and Active Living Coordinator towards the development and implementation of multi-age sports and recreation programs. This includes, but is not limited to, scheduling, and team organization.
- Work with the Summer Recreation Supervisors and Active Living Coordinator to develop and create age-appropriate, nature-focused activities that are inclusive, supportive and encourage risk taking for youth and families.
- Ongoing communication between parents, Municipality staff, coworkers, community members, coaches, and key stakeholders.
- Assist the Summer Recreation Supervisors and Active Living Coordinator in the planning and delivery of community special events which include but are not limited to Canada Day Ceremonies, Old Home Week Festival, Pride Week, Bike Week etc.

Qualifications and Skills

- Excellent time management, coordination, and communication skills
- Positive attitude and forward-thinking skills
- Basic knowledge of computer applications – word, excel etc.
- Knowledge of child and program development
- Basic knowledge of program development
- Prior experience work in programing - with children and adults
- Ability to work efficiently in a team environment as well as independently.

Requirements

- Current Criminal Record Check upon interview is an asset
- Current Child Abuse Registry Check upon interview is an asset
- Current Emergency First Aid and CPR is an asset
- Ability to lift 30 lbs.
- Ability to legally work in Canada