

JOB POSTING

Part-Time Student Recreation Staff

(September 2024 to June 2025 – schedules will vary)

COMMUNITY SERVICES DEPARTMENT

Reporting to the Recreation and Culture Coordinator and Recreation Programmer, the Recreation Staff will be responsible for supervising, facilitating, and assisting with recreation and culture programming and events.

The responsibilities of this position are as follows:

- Demonstrate superior customer service and communication skills to deal effectively and courteously with the public, participants, parents, and staff
- Ensure the safety, enjoyment, and care of participants
- Supervise, monitor capacities, and take admissions for various drop-in recreation programs
- Assist with recreation and culture events
- Facilitate various recreation programs, workshops, school break camps and birthday parties
- Set up, take down and cleaning of program areas
- Report all incidents, accidents, issues, and concerns to the Recreation and Culture Coordinator
- Complete paperwork as required

Qualifications and Skills:

- Candidates must be at least 15 years old and be enrolled in high-school, or post-secondary education
- Ability to work shifts, including evenings, weekends and holidays as required at the Scugog Community Recreation Centre, Blackstock Recreation Complex, and schools in the Scugog area
- Possess and keep current Standard First Aid/CPR 'C'
- Provide a current Criminal Information Request prior to employment start date (applicants 18 years and older)
- Experience working or volunteering with children between 2 to 12 years of age
- High Five Principles of Healthy Childhood Development or willing to obtain
- Ability and knowledge of ice skating would be considered an asset
- Must be available the week of August 19 to 23, 2024 for interviews

NOTE: We thank all applicants and advise that only those selected for an interview will be contacted. Personal information will be used to determine eligibility for potential employment and is pursuant to the Municipal Freedom of Information and Protection of Privacy Act.

Please submit a detailed application outlining current experience, background, and education. The application must be received in writing to the Human Resources Department, no later than 4:30 p.m. on **Friday, August 9, 2024**. Replies should be addressed to Valerie Ratchford, Human Resources vratchford@scugog.ca.

The Township of Scugog is an equal opportunity employer. In addition, accommodation will be provided in accordance with the Accessibility for Ontarians with Disabilities Act (AODA), please contact Human Resources.