



HR Manager
200 Broadway, 2nd Floor
Tillsonburg, Ontario N4G 5A7
Fax: (519) 842-9431
E-mail: jobs@tillsonburg.ca

CORPORATION OF THE TOWN OF TILLSONBURG

SUMMER STUDENT JOB POSTING

POSITION: Youth Leader (8)

DEPARTMENT: Recreation & Business Services

LOCATION: Tillsonburg Community Centre

POSTING #: HR 71.18

STATUS: Student (up to 35 hours/ week)
(June 17, 2019 until approximately August 30, 2019)

RATE: \$14.00/hour

REPORTS TO: Program Supervisor

POSTING PERIOD: December 5, 2018 to January 9, 2019

NOTE: Interested applicants are invited to submit their resumes in confidence to the HR Manager by 4:30pm on the last day of the posting. All applications must include the posting number.

We thank all applicants for their interest in this position, however, only those to be interviewed will be contacted.

The Town of Tillsonburg is an equal opportunity employer and all information collected will be used in accordance with the Municipal Freedom of Information and Protection of Privacy Act for the purpose of job selection.

The Town of Tillsonburg will attempt to provide reasonable accommodation for a known disability for an applicant or employee if requested.

GENERAL STATEMENT OF DUTIES:

Under the supervision of the Program Coordinator, the Youth Leader is responsible for effectively supervising and the general care of all participants in Summer Youth Programs while providing a safe, well balanced, stimulating program for children aged 4 – 12 years.

EDUCATION:

- Standard First Aid
- PRO High Five Course
- Experience working with children

POSITION RESPONSIBILITIES

- Punctual and regular attendance
- Attend scheduled staff training / meetings
- Wear Staff uniform while on duty (Staff t-shirt and one piece bathing suit or swim trunks)
- Motivate and encourage each child to participate during all activities
- Ability to work effectively and efficiently as a team player in all aspects of the job
- Perform daily duties such as tuck, waterpark supervision
- To report all emergencies to Program Coordinator
- Good knowledge of sports, songs, games arts and crafts
- Prepare and implement assigned activities with the use of Weekly Planning sheets
- Hand in weekly lesson plans at required times and attend all staff meetings
- Ensure 100% inclusion when planning activities
- Responsible for participant attendance checks regularly throughout the day
- Prepare all necessary equipment and supplies in advance for daily activities
- Clean up of equipment and play area
- Report damaged equipment to the Program Coordinator
- Strong knowledge of programs offered at the Community Centre
- Exercise good communication with participants and other staff at all times
- Develop good communication with parents / guardians
- To enthusiastically participate in ALL activities with Children
- All other duties as assigned
- Must be returning to school in the Fall.

Due to the seasonal nature of this contract, vacation time will not be permitted.

***Successful applicants will be required to attend orientation on Saturday, June 1, 2018.**