



Parks & Recreation Summer Recreation Positions 2024

Outdoor Day Camp Staff

The Kentville Parks and Recreation Department provides top quality recreational programs and services for Kentville and area residents, and is looking for adventurous, enthusiastic employees to help us keep our commitment to the community. If you are an energetic, self-motivated and outgoing person who likes to work as part of a team, then apply this summer to work with the summer recreation team in Kentville.

Our commitment to equity, diversity, and inclusion:

The Town of Kentville recently adopted our first Accessibility Action Plan, a testament to our commitment to developing and supporting a more diverse, inclusive and equitable environment for all staff and community members. We encourage applicants from equity deserving populations to self-identify in their application. We continue to focus on equity, diversity, and inclusion (EDI) as part of this framework and are committed to continuing our education and awareness as an organization. If you have questions on how we can ensure a safe place of employment, or how the hiring process can accommodate your needs, we invite you to reach out and contact us.

Why work with us?

Being a part of the Kentville Parks and Recreation team means you will be working in a dedicated, positive, and supportive environment. Our department is known for its high standard of service, its dedication to innovation, and its commitment to serving all members of our community. We do this because we value our people and we're passionate about what we do. Really passionate! Our department has an environment that offers support and encouragement: we want you to be successful at what you do! Accountability and fun are the foundations of our workplace culture.

Training and Development:

Successful candidates will be provided with both formal, informal training and personal development opportunities that will take place leading up to the start of the summer season and throughout the summer months. We are committed to offering you more than "just a job" but rather an opportunity to grow as an individual, try new things, ask lots of questions, explore your talents, and challenge yourself, all while being surrounded by people who believe in you!

Your Opportunity

The Town of Kentville Department of Parks and Recreation is seeking candidates to fill the following roles:

Day Camp Director

The Day Camp Director will act as the camp staff and leader and work in conjunction with the Summer Recreation Director and the Manager of Recreation Services to plan, organize and implement day camp programming. Experience in a similar position and with children and outdoor education is considered an asset. Chosen applicants will have strong interpersonal and communication skills with the ability to work independently and exercise initiative.

The Camp Director will provide leadership to Camp Leaders and Junior Camp Leaders, establish communication lines with the Summer Recreation Director, oversee daily communication with the parents/guardians of camp participants, and ensure camps have adequate supplies to deliver daily camp activities and oversee the equipment used throughout the summer. The Camp Director will prepare plans and reports (such as incident reports) as required.

We are looking for an individual who is:

- Enrolled in a recognized university or community college in an applicable field of study (applicants with equivalent training and experience will also be considered).
- Experienced in program planning and delivery.
- Enthusiastic, organized, and a motivated self-starter
- A creative problem solver and able to adapt quickly.
- A passionate believer and implementer of inclusive practices.
- Willing to learn and be part of a dynamic team.
- Knowledgeable about the principles of community development.
- Aware of your own privilege and how you are using it to help others.
- Passionate about delivering thoughtful and impactful recreation opportunities.

This position includes two weeks for training and planning. Professional development opportunities will also be made available throughout the summer.

This position will run from June 17th until August 23rd. Pending budget approval, compensation for this 10-week contract is between \$18 – 20/hr based on a 40-hour week.

Day Camp Leaders

Reporting to the Camp Director, Day Camp leaders will be responsible for implementing innovative day to day outdoor activities for children between the ages of 5 to 10 that include the use of community resources here in Kentville, and throughout Kings County. Camp themes will include nature and environment, exploration and adventure skills, sport physical literacy development, and creative arts and culture. These camps are designed to give campers outdoor experiences, while using principles of recreation literacy.

Experience working with children and outdoor education an asset. Chosen applicants will have strong interpersonal and communication skills with the ability to work independently and exercise initiative. Leaders should have the ability to observe/assess camper behavior, enforce safety regulations & emergency procedures, and apply appropriate behavior-management techniques.

We are looking for individuals who are:

- Enrolled in a recognized university or community college in an applicable field of study (applicants with equivalent training and experience will also be considered).
- Experience in program planning and delivery.
- Enthusiastic, organized, and hard worker.
- A creative problem solver and able to adapt quickly.
- A passionate believer and implementer of inclusive and safe practices.
- Willing to learn and be part of a dynamic team.

- Passionate about working and playing with children,
- Not afraid to get dirty and play.
- Aware of your own privilege and how you are using it to help others.

These positions include one week dedicated to training and planning. Professional development opportunities will also be made available throughout the summer.

This position will run from June 24th until August 23rd. Pending budget approval, compensation for this 9-week contract is between \$17 to \$19/hr, based on a 40-hour week.

To Apply:

Please submit your resume and a cover letter outlining your work and volunteer experience. It would be helpful if you highlight times where you have worked as part of a team, why you are interested in this opportunity, what skills you have that you love sharing and why we should pick you. We read a lot of resumes, so be creative!

Don't forget to indicate in your application which position(s) you are applying for. Applications will be accepted until positions are filled. Resumes, cover letters and three references can be either emailed in a PDF to recreation@kentville.ca or dropped off at the Department of Parks & Recreation (354 Main St, Kentville). If you choose to drop off your applications in person, leave your parents/caretakers in the car, it's YOU we want to meet!!

The Kentville Parks and Recreation Department thanks you in advance for your interest in summer employment with the Town of Kentville. Only those applicants selected for interviews will be contacted.