



## Parks & Recreation Summer Staff Positions 2021

The Kentville Parks and Recreation Department provides top quality recreational program 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!

We are seeking the following positions:

- **Day Camp Director (1):** \$14.50/hr, 40hrs/week, June 21<sup>st</sup> – August 27<sup>th</sup>
- **Outdoor Day Camp Leaders (4):** \$13.75/hr, 40hrs/week June 28<sup>th</sup> – August 27<sup>th</sup>
- **Specialty Program Leaders (2):** \$14.00/hr, up to 40hrs/week, June 28<sup>th</sup> – August 27<sup>th</sup>
- **Pool Director (1):** \$15/hr, 40hrs/week, June 21<sup>st</sup>-August 27<sup>th</sup>
- **Pool Instructors/ Lifeguards (7):** \$14.50/hr, 40hrs/week, June 28<sup>th</sup>- August 27<sup>th</sup>
- **Parks Staff: (5):** \$13.75, 40hrs/week June 21<sup>st</sup> – August 27<sup>th</sup>

**Day Camp Director (1):** The Day Camp Director will act as the Camp staff leader and work in conjunction with the Summer Recreation Coordinator and Recreation Director 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, establish communication lines with the Recreation Intern and with the parents/guardians of the camp participants, 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 accident reports) as required.

As part of our team, you will be provided with a number of training and personal development opportunities that will take place throughout the summer and leading up to the start of camp.

**Outdoor Day Camp Leaders (4):** Reporting to the Camp Director, Outdoor Day Camp Leaders will be responsible for implementing innovative day-to-day outdoor activities for children between the ages of 5 to 11 that include the use of community resources here in Kentville and throughout Kings County. Experience working with children with varying abilities is an asset.

- *Outdoor Day Camps* (for children 5 to 11) will include Reconnecting with Nature Camp, Exploring Kentville, and Outdoor Adventure Camp, with activities including: nature programming, sports and active activities, art and creative programming. These camps are designed to give campers outdoor experiences, while using Recreation Literacy principles.

Experience 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, & apply appropriate behavior-management techniques.

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**Specialty Program Leaders (2):** Reporting to the Summer Recreation Coordinator, the Specialty Program leaders will deliver programming to youth (ages 12-15), day camps (ages 5-11) and the broader community (adults, older adults, and families). Specialty Program Leaders will have a specialized skill set, one having creative expertise (art, music, etc.) and one having sport/active expertise (biking, skateboarding, dance, etc.), and be passionate about delivering programs to all ages, particularly youth. Chosen applicants will have strong interpersonal and communication skills with the ability to work independently and exercise initiative. Work times vary between weekdays, evenings and weekends.

As part of our team, you will be provided with a number of training and personal development opportunities that will take place leading up to and throughout the summer.

**Pool Director (1):** The Pool Director will oversee daily operations of the pool including program registration, record keeping, lessons, public swims etc. The Pool Director is also responsible for the supervision of the pool staff and is the first point of contact at the pool during regular work hours.

Applicants must have a current RLSSC-National Lifeguard Service certification, and up-to-date certification in; St. John's Ambulance First Aid, RLSSC Aquatic Emergency Care **or** Canadian Red Cross Standard First Aid, as well certification in the Lifesaving Learn-to-Swim Program, along with training in the administration of this program. All other program certification (i.e. aqua-fit, water-polo) will be considered an asset.

In addition to being a qualified lifeguard and instructor, the Pool Director ideally would also have experience in the administration of the pool staff and facility. As part of our team, you will be provided with several training and personal development opportunities that will take place throughout the summer and leading up to the start of the summer pool season.

**Pool Instructors/Lifeguards (7):** Reporting to the Pool Director, pool staff will be able to teach various levels of swimming to program participants including preschool aged children, persons with disability, and adults. Pool employees are also required to perform life guarding duties during public, adult and senior swimming as well as basic pool house maintenance. Work hours will vary between weekdays, evenings and weekends.

Applicants should enjoy working with children, understand stages of childhood development, have a positive attitude, be able to think on the fly and be good at problem solving. Successful applicants will be energetic and imaginative and good at finding creative and fun ways to teach swimming skills and in promoting water safety.

Applicants must have a current RLSSC-National Lifeguard Service certification, and up-to-date certification in; St. John's Ambulance First Aid, RLSSC Aquatic Emergency Care **or** Canadian Red Cross Standard First Aid, as well certification in the Lifesaving Learn-to-Swim Program, along with training in the administration of this program. All other program certification (i.e. aqua-fit, water-polo) will be considered an asset. Work times vary between weekdays, evenings and weekends.

As part of our team, you will be provided with several training and personal development opportunities that will take place throughout the summer and leading up to the start of the summer pool season.

**Parks Employee (5):** Reporting to the Facilities Manager, this position includes field maintenance and green areas management, and involves physical outdoor labor. Work times vary between weekdays, evenings and weekends.

Parks employees should enjoy being outside and be capable of daily physical labor. Successful applicants will have some experience or be comfortable using small scale equipment such as lawn mowers and whipper-snippers. Parks employees learn valuable skills including some basic green space management techniques. Parks Employee applicants must have a valid driver's license.

As part of our team, you will be provided with training and personal development opportunities that will take place throughout the summer and leading up to the start of the outdoor season.

**To Apply:** Please indicate on your application which position(s) you are applying for. Applications will be accepted until 4:30pm on April 14<sup>th</sup> 2021. Resumes and cover letters can be either emailed in a word document or pdf to [recreation@kentville.ca](mailto:recreation@kentville.ca) or dropped off at the Department of Parks and Recreation. **Please ensure that cover letters and resumes are merged into one document.**

Program applicants must provide notification of a cleared child abuse registry check and criminal record check.

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 the interview process will be contacted. For clarification on the application process or for more information please contact Ashley Alders by email: [recreation@kentville.ca](mailto:recreation@kentville.ca) or call (902) 679-2539.