



JOB OPPORTUNITY

Summer Student Position **Program Instructor & Event Leader (2 Positions)** **Parks & Recreation Department**

The Municipality invites applications for the position of Program Instructor and Event Leader.

Description:

The Program Instructor and Event Leaders are responsible for implementing programs and activities for children and youth at the Renfrew Recreation Centre, Ma-te-way Park and other locations. An interest in a wide range of areas including sports, arts and crafts, drama and the outdoors is beneficial. Previous experience leading groups or classes is required. Instructor certification, coaching certification and NLS certification is an asset. A driver's license and access to a vehicle are also considered assets.

Qualifications:

- Minimum Grade 12
- Experience and interest in program development and education
- Ability to plan, organizes, and carries out daily and special programs and be adaptable
- Ability to teach skills to counselors and youth of all ages
- Desire and ability to work with children outdoors
- Ability to accept guidance and supervision
- Must be able to lift and move supplies necessary to program areas

*Students must be 16 years of age or older, in school full time and returning to full time studies in September.
Successful applicants are required to have a current First Aid and CPR C Certification and
Criminal Record Check completed before employment start date.*

Rate of Pay/Hours of Work:

- \$16.00/Hour
- May 2019 – August 2019
- 30-40 Hours per week including days, weekends and evenings

Closing Date: Friday March 8, 2019 at 3:00 p.m.

To apply, submit a cover letter and resume (c/o Victoria Thomas) in one of the following ways

E-Mail: info@renfrew.ca

In Person/Mail: Renfrew Town Hall – 127 Raglan Street South Renfrew, ON

Fax: 613-432-7245

If you wish to be considered for multiple summer student positions, please submit a detailed cover letter and resume for EACH position. Interested applicants must clearly indicate which job opportunity they wish to apply for.

*We thank all applicants for their interest - only those selected for an interview will be contacted. The Town of Renfrew 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 Renfrew will attempt to provide reasonable accommodation for a known disability for an applicant or employee if requested.*