

SUMMER CAMP PROGRAMMER

(2 POSITIONS)

The Town of Morinville is seeking Summer Camp Programmers to assist in the development and delivery of various Community Services programs and special events offered throughout the community. Our programs will include a variety of activities including recreation, arts/culture, sports and skill development.

Primary Accountabilities:

- Assist with the planning and implementation of community programs and services (including arts, culture, sports development, etc.) for children, youth and seniors.
- Prepare marketing and promotional materials.
- Maintain accurate program budgets and reports.
- Assist with staff training, mentoring, supervision and evaluation.
- Ensure all activities are carried out in a safe environment and adhere to Health and Safety Standards.
- Attend weekly staff meetings and prepare weekly and end of term reports.
- Other related duties as required.

Requirements:

- Attending post-secondary education in recreation, education or related field.
- Exceptional communication, interpersonal, organizational and leadership/supervisory skills.
- Previous experience working with children in a program setting.
- Knowledge in arts, culture, sport development & other programming areas.
- Valid First Aid Certificate.
- Valid Driver's License with access to a vehicle.
- A satisfactory Criminal Record Check including Vulnerable Sector is a condition of employment.

Wage/Term:

\$19.00—\$21.00 per hour. The term of these summer positions will be approximately May 6, 2019 through August 31, 2019. Regular hours of work will be based on a 35 hour work week.

Application Deadline: 12:00 pm, February 22, 2019

Please submit resumes by the above noted deadline; however, resumes will be accepted until the position has been filled.

Submit resumes quoting "Summer Camp Programmer" to:

Human Resources, Town of Morinville
10125-100 Avenue, Morinville AB T8R 1L6
Email: hr@morinville.ca | Fax: 780-939-5633 | Web: www.morinville.ca

The Town of Morinville thanks all applicants for their interest; however, due to the volume of resumes received, only those selected for an interview will be contacted.

Applications received for current/past competitions may be used to fill other current or future vacancies.

