

Job Posting

Edmonton

Summer Recreation Program Leaders (Recreation Technician I) Job Number: 49066

As an outdoor recreation and play Program Leader, you will be responsible for creating recreation and play opportunities for children in Edmonton. You will succeed in this role if you can perform all tasks in a respectful, inclusive and service-minded way.

With a focus on the City of Edmonton’s Cultural Commitments to Safe, Helpful, Accountable, Integrated and Excellent, you will:

- Lead children and youth in recreational activities
- Ensure the safety of participants
- Deliver high quality, adaptable and inclusive programs
- Act as a customer service representative on program sites for parents and community members
- Participate in mandatory pre-program training and weekly/bi-weekly staff meetings as required
- Prepare daily and weekly plans and evaluations of activities
- Maintain statistics as well as the security of equipment and supply inventory
- Work in inclement weather outdoors in all weather conditions and safety sensitive environments
- Other related duties as required

We are hiring Program Leaders to support the following areas:

- **Green Shack Leaders (Northwest, Northeast, Southwest, and Southeast):** Work outside leading Drop-In Community Playground Programs for children (6-12 years old) focusing on outdoor recreational activities to develop life skills and leadership through games, sports, crafts, and special events
- **Registered Day Camp Leaders:** Work at a variety of themed Outdoor/Indoor Registered Day Camps for children (4-12 years old), across the City in River Valley parks or at a City of Edmonton Recreation Centre. Develop and implement activity program plans for camps that may include activities such as sports, science, nature, biking, swimming, canoeing, longboarding, fishing or archery.

NOTE:

- All positions will have an inclusion aspect, where you will have the opportunity to provide on-site support for participants with inclusion needs as needed. Training will be provided
- You may be required to work in both positions

Qualifications:

- Completion of Grade 12 or equivalent or higher
- Experience working with the general public, tour groups, children, youth and adults in a drop-in and registered environment
- Demonstrated ability leading and organizing recreation activities
- Experience in leading recreation or sport-based programming with children
- Experience in leading outdoor recreation programs with children
- Excellent customer service skills and the ability to handle difficult situations
- Demonstrated ability to lead timed programs efficiently while multitasking
- Ability to lead, organize, instruct and supervise group activities
- Basic administrative and organizational skills
- Ability to effectively communicate with supervisors and program users
- Current Standard First Aid and CPR (level C) or equivalent are required prior to commencing employment
- Hire is dependent on Police Information Check with Vulnerable Sector satisfactory to the City of Edmonton
- Reliable transportation is a requirement of this position
- Positions will begin July 2-August 23, 2024 and training will occur between June 24-28, 2024. Successful candidates must be able to attend staff training
- Alignment to our [Cultural Commitments](#)
- Alignment to our [Leadership Competencies](#)
- Applicants may be tested

Assets:

- Experience working with children, youth and/or adults with inclusion needs
- Training and experience in cycling is considered
- Knowledge of High Five Principles of Healthy Child Development and Canadian Sport for Life Fundamental Movement Skills
- Valid Alberta Class 5 Drivers License (or provincial equivalent). Must obtain business auto insurance for personal vehicle use on City business

The City of Edmonton is committed to inclusive, respectful and equitable workplaces that represent the communities we serve. We continuously improve our systems, policies and practices to remove barriers and ensure our employees, in all their diversity, can succeed. We value applicants with a diverse range of skills, experiences and competencies, and encourage you to apply. To learn more, see the Art of Inclusion: Our Diversity and Inclusion Framework here: <https://bit.ly/3hd2d95>.

The City of Edmonton strives to provide reasonable access and accommodations throughout the application and selection process. If you would like to request an accommodation at any stage of the process, please contact Employment@edmonton.ca

Successful candidates may be eligible for recall in the 2025 season

Up to 240 temporary part-time position for up to 3 months (June - August)

Hours of Work: Up to 39 hours per week. Some evening and weekend work may be required.

The weekly hours of work for this position are currently under review and may change at a future time. Any changes will be made in accordance with the City of Edmonton/Civic Service Union 52 collective agreement and the incumbent will be notified in advance.

Salary: \$18.067 - \$22.361 (Hourly)

Talent Acquisition Consultant: AS/SG

Classification Title: Recreation Technician I
Posting Date: Feb 21, 2024
Closing Date: Mar 6, 2024 11:59:00 PM (MST)
Number of Openings (up to): 240 - Temporary Part-time
Union : CSU 52
Department: Community Recreation and Culture
Work Location(s): Various Locations Edmonton (City Wide)

Visit www.edmonton.ca/careers for information on how to apply