



Summer Job Opportunity Summer Recreation Leader

Employer: Town of Norris Point

Hourly rate: \$13.20/hour

Anticipated start date: June 27, 2022

Weeks of Employment: 8 weeks (35 hours per week)

Location: Norris Point and Rocky Harbour

Hours of Work: Monday to Friday 8:30 to 4:30 PM. Flexible work hours may be required.

Summary of Tasks and Responsibilities:

The Recreation Leader(s) will be responsible to provide clean and safe opportunities for sport and recreation and to promote a healthy lifestyle for community children and youth. Support the development, implementation and evaluation of the community Summer Recreation Program. Some of the responsibilities will include: 1. To prepare an organized schedule of events, ensuring that a variety of sport, recreation, and cultural programs are planned and implemented; 2. Assess the recreation requirements of youth and children and to provide communication to the children and youth 3. Support and lead activities (Some Virtual Activities); 4. Administer recreation programs, record information on and prepare reports concerning community programs and number of participants, be familiar with procedures and rules around sport and recreation; 5. Promote recreation and sport programs in order to ensure that the children and youth are aware of available opportunities and activities through advertising and direct communication., etc.; 6. Create social media postings to promote activities 7. Perform other related duties such as required.

Conditions of Employment:

- ✓ Candidates must be comfortable working/training outside.
- ✓ Candidates will be required to participate in training exercises.
- ✓ Candidates may be required work overtime on short notice.
- ✓ Candidate must be willing to work evenings, weekend shifts, and holidays.

Desired level of Education:

Post-secondary preferred but may consider secondary students. Field of study from which we intend to hire includes: Physical Education, Recreation and Sport Administration, Kinesiology, Fitness Appraiser, Recreation Therapy and Tourism and Recreation.

How to Apply: Email, Mail or Drop your resume off at the Norris Point Town Office

Email: info@norrispoint.ca

By Mail: PO Box 119 Norris Point, NL A0K 3V0 or **Drop off:** 174 Main Street Norris Point, NL

Deadline for submission of resumes: May 20, 2022 at 4:00 pm
