



## **Summer Job Opportunity**

### **Summer Recreation Leader**

**Employer:** Town of Norris Point

**Hourly rate:** \$12.00/hour

**Anticipated start date:** July 1, 2019

**Weeks of Employment:** 7 weeks

**Location:** Norris Point and Rocky Harbour

**Hours of Work:** Monday to Friday 8:30 to 5:00 PM (35-40 hours per week). 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. Supervise and lead 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 with community liaison groups such as the soccer club, swim club, etc.; 6. Perform other related duties such as required.

**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](mailto: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:** June 5, 2019 at 4:30 pm

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