



Summer Job Opportunity Summer Recreation Leader

Employer: Town of Norris Point

Hourly rate: \$14.50/hour

Anticipated start date: June 26, 2023

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 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 will be required to work at different locations in Norris Point & Rocky Harbour with travel between work sites.
- ✓ Candidates must be willing to work evenings, weekend shifts, and holidays.

Desired level of Education:

Post-secondary and or secondary students. Field of study from which we intend to hire or may be interested in studying includes: Physical Education, Recreation and Sport Administration, Kinesiology, Fitness Appraiser, Recreation Therapy and Tourism and Recreation.

How to Apply: Please submit resume by email to info@norrispoint.ca or drop off: 174 Main Street, Norris Point

Deadline for submission of resumes: June 9, 2023 at 4:00 pm