



JOB DESCRIPTION

POSITION TITLE: SUMMER PROGRAM ACTIVITY LEADER

REPORTS TO: Summer Program Co-Ordinator

REPORTS: None

Date APPROVED:

Date REVISED:

PRIMARY DUTIES:

- 1) Directly responsible to Summer Program Co-Ordinator.
- 2) Help co-ordinate activities for children and youth in the community.
- 3) Lead and instruct sports, crafts & other activities.
- 4) Encourage active participation and positive relationship building between participants.
- 5) Provide supervision and support for children ages 5-14 year during activity times.
- 6) Maintain accurate daily logs.
- 7) Other duties as assigned by the Summer Program Co-Ordinator.

SPECIFICATIONS:

Experience & Qualifications

- 1) Must be at least 16 years of age.
 - 2) Mature, good with children and youth.
 - 3) Must have current First Aid/CPR.
 - 4) Successful candidate must provide a criminal record check.
 - 5) Knowledge, experience or high interest level in Sport & Recreation Programming.
 - 6) Experience working in camp, or instructor setting considered an asset.
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Incumbent

Chief Administrative Officer

Date