



2023 SEASONAL RECREATION LEADER VACANCIES

(Competition 23-10)

The City of Nanaimo, Recreation and Culture Department, has the following seasonal positions available:

Recreation Leader I, II and III

Job descriptions for Recreation Leader I, II and III are attached, as well as a summary of the positions available.

- **Applicants applying for Recreation II and III positions MUST include a copy of their first aid certificate or show proof of registration in an upcoming course.**
- **Applicants must be available for the mandatory training dates listed on the attached summary sheet.**

Shortlisted applicants may be required to undergo a criminal record check and/or a verification of their education credentials.

To apply for this opportunity, please submit a resume and cover letter (.docx or PDF file format) to employment.opportunities@nanaimo.ca referencing the specific competition 23-10 by the application deadline.

For detailed information on this position and for more information on our community, please visit our website at <https://www.nanaimo.ca>.

The City of Nanaimo is an inclusive employer and invites applications from all qualified individuals. We thank all applicants in advance for their interest; however, only those selected for further consideration will be contacted. If you are unsuccessful, please accept our appreciation for your interest. This position is restricted to those legally entitled to work in Canada.

Discover What's Possible

Situated between the mountains and the ocean, on the east coast of Vancouver Island, the City of Nanaimo is centrally located, about 1½ hours from Victoria and 2 hours from Vancouver by ferry. With a university and well-developed parks, recreational, cultural and social amenities, Nanaimo is truly an extraordinary place to live.

We offer a diverse team environment, competitive wages and a comprehensive benefit plan for permanent employees as well as social and wellness activities. Depending on the position, we also offer flexible work opportunities, alternative work schedules and remote work programs.

Posting Date

Thursday, February 2, 2023

Application Deadline

Friday, March 10, 2023
4:30 p.m.

Contact Information

Human Resources
City of Nanaimo
2nd Floor, 455 Wallace Street
Nanaimo, BC V9R 5J6
Phone: (250) 755-4406
Fax: (250) 755-4449



JOB SUMMARY - 2023 SEASONAL POSITIONS

Prior to applying for one of these seasonal positions, please review the following carefully:

- All applicants **MUST** submit a detailed resume.
- Recreation Leader II and III applicants **MUST** include a copy of first aid certificate or clearly indicate if you have registered for an upcoming course (i.e. providing proof of registration).
- Camps operate Monday to Friday on the following dates:

Camp Name	Start date & End Date	Weeks not running
Camp Holiday	Jul 3 - Sep 1	N/A
Girls Get Active	Jul 4 - Sep 1	Aug 8-11
Bowen Explorers	Jul 3 - Sep 1	N/A
Playgrounds	Jul 5 – Aug 30	N/A
Tennis	Jul 4 - Aug 25	Aug 28 - Sep 1
Treefrog	Jul 4 – Sept 1	Aug 7-11
Camp Wild	Jul 4 – Sept 1	N/A
Camp Sunbation/Integration	Jul 4 - Aug 26	N/A
Jr. LIT Camp	Jul 4 – Sept 1	Aug 28 - Sep 1

- Attendance will be **mandatory** at all training sessions as per below:
 - All new and returning staff to complete mandatory training **June 14-15 & 19-20, 2023 from 5:00 pm – 8:30 pm.**
- Successful applicants may also be considered to work in our Winter Break (Frosty Frolic) and Spring Break (Camp Firefly and Treefrog) Day Camps.

Recreation Leader III

- **Wage: \$24.28/hour as per CUPE Local 401 Collective Agreement.**
- **Responsible to plan, implement and supervise full or half day recreation programs.**
- **See job description for minimum qualifications for this position.**
- **All positions require work experience in a recreational environment and valid Emergency or Standard First Aid and CPR “C” or “B” certificates.**

Camp Sunbation/Integration – Day Camp for Children with Diverse Abilities: Working with children and youth ages 6-18 years with diverse abilities. Experience working with people with diverse abilities and a **BC Class 4 unrestricted Driver’s Licence** is required. Estimated 20-40 hours of work per week for 17 weeks.

Day Camps: Working with children and youth ages 5-15 years. Camps include: Camp Holiday, Girls Get Active Camp, Jr. LIT Camp, Bowen Explorers Camp and Camp Wild. Experience working with children is required. Must accompany children in the water when swimming. Estimated 40 hours of work per week for 7-9 weeks.

Playgrounds: Working with children ages 5-12 years. Experience working with children is required. Estimated 32 hours of work per week for 8 weeks.

Tennis Camp: Plan, implement and supervise recreational tennis programs for children and youth ages 8-13 years. Must have very strong tennis skills. Experience working with children is required. Estimated 40 hours of work per week for 8 weeks.

Early Years Camp (Camp Treefrog): Working with children ages 3-5 years. Experience working with pre-school age children is required. Estimated 30 hours per week for 7 weeks.

Recreation Leader II

- **Wage: \$19.86/hour as per CUPE Local 401 Collective Agreement.**
- **Reports directly to the Recreation Coordinator or Recreation Leader III.**
- **All positions require work experience in a recreational environment and valid Emergency or Standard First Aid and CPR "C" or "B" certificates.**

Day Camps & Playgrounds: Working with children ages 5-12 years. Camp opportunities include: Camp Holiday, Girls Get Active Camp, Bowen Explorers Camp, Camp Wild and Playgrounds. Must accompany children in the water when swimming. Experience working with children is required. Estimated 30-40 hours of work per week for 7-9 weeks.

Early Years Camp (Camp Treefrog): Working with children ages 3-5 years. Experience working with pre-school age children is required. Estimated 25 hours per week for 8 weeks.

Recreation Leader I

- **Wage: \$15.65/hour as per CUPE Local 401 Collective Agreement.**
- **Emergency or Standard First Aid and CPR C is desirable.**
- **See job description for minimum qualifications for this position.**

Day Camps, Playgrounds & Day Camp for Children with Diverse Abilities: Assist in the implementation and supervision of recreational programs for children and youth ages 5-18 years. Skills in the area of arts and crafts, sports, games, music and drama are desirable. Estimated 20-40 hours of work per week for 4-8 weeks.

**** Hours of work per week and number of weeks for all positions are subject to change depending on program registration. ****