



Township of Pickle Lake

Employment Opportunity

SUMMER RECREATION DIRECTOR

Competition #: 2018-02-01

We are currently accepting applications for an energetic, responsible and dedicated Summer Recreation Director.

Duties:

- Work with Township staff preparing and executing various Township summer events; including the Pickle Lake Fishing Derby and the 2018 Black Fly Festival
- Be responsible for the daily organization and planning of the Summer Recreation Program
- Implement and organize various physical and educational activities and programming for youth 4-16 years old
- Work with residents and businesses to develop varied and interesting programming
- Maintain and update a weekly schedule
- Provide weekly and monthly reports to supervisor
- Report directly to the Economic Development Office, and work closely with other staff.
- Other duties as assigned

Qualifications and experience:

- Fulltime student, 18 years or older, who will be returning to school in the fall
- Park and recreation, sports and leisure, tourism, event planning, early childhood and/or education areas of study would be an asset
- Working in tourism and/or events and festival planning
- Recreation/sports program planning
- Working/volunteering with children and youth
- Proactive, creative and have a passion for working with children
- Motivated and able to promote fair play, sharing and participation
- Self-starter, able to work with minimal supervision and as part of a team
- Time management, communication and organizational skills are essential
- Must be able to work flexible hours
- Lifeguard certification an asset
- First Aid/CPR training mandatory
- Must possess a valid class "G" Ontario driver's license
- Smart Serve an Asset
- Pass a criminal record check

Term of Employment: April 23rd - August 31st 2018

Rate of Pay: \$16/hr

Applications: Resume and cover letter quoting the competition number will be received by the undersigned until **March 15th at 5:00 p.m. CST**. Please **quote the competition number** as the subject when emailing or faxing application.

As per the Accessibility for Ontarians with Disabilities Act, applicants with disabilities are encouraged to apply. Please visit our website at www.picklelake.ca for more details on our accessibility and accommodation policy..Personal information collected for this competition is authorized under Section 207(45) of the Municipal Act R.S.O. 1990, as amended, and will be used to determine eligibility for employment.

Township of Pickle Lake
Ellen MacKenzie
Economic Development Officer
2 Anne St—P.O Box 340
Pickle Lake, ON P0V 3A0

edo@picklelake.org
Phone: 1-807-928-2034 Ext 203
Fax: 1-807-928-2708

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