

<b>Working title</b>	<i>Program Facilitator – March Break Camp</i>
<b>Regular Working Hours</b>	<i>7:30am-5:00pm; will vary</i>
<b>Reports to</b>	<i>Recreation Director</i>
<b>Duration of contract</b>	<i>March 11 – March 15, 2024</i>
<b>Rate of Pay</b>	<i>\$18/hr+ based on expert level/experience</i>

### **Job purpose**

Canning Recreation Program Facilitator - March Break Camp (PF-MBC) will be responsible for facilitating and leading March Break Camp, in cooperation with co-program facilitators.

### **Duties and responsibilities**

- Supervise program participants as you lead them through various activities, games, and events for March Break Camp
- Prepare activities/plans for sessions in advance; report plans to Recreation Director no less than one week prior to program start date
- Record program attendance and keep logs of any incidents or issues that arise
- Ensure a fun and inclusive environment is available to all participants
- Ensure safety of participants by enforcing safety rules, inspecting equipment, and materials before start of each day
- Communicate with parents regarding behavioral concerns or relevant feedback at the end of each day
- Be familiar with Emergency Action Plan in the event of an emergency

### **Qualifications**

Qualifications include:

- Previous recreation program leadership required
- Energetic, self-motivated, and people oriented; ability to lead by example for program participants

### **Requirements**

- First aid/CPR certification
- Criminal Record check and Vulnerable Sector check