



Full-Time Junior Leaders - Summer Daycamp

Summary of Job Description

The Burnaby Neighbourhood House is a volunteer driven community based social service agency that provides a wide range of programs and services in response to identified community needs.

This position requires positive, energetic people who are a highschool student returning to highschool or full-time university/college in September. Junior leaders are responsible for implementing daycamp activities with the senior leaders. Under the direction of the senior leaders, the junior leaders will also be responsible for supervising 15 children and provide a safe and welcoming atmosphere for participants. Junior leaders will have the opportunity to work with all ages and different senior leaders throughout the summer.

Duties & Responsibilities:

- ❖ Promotes Neighbourhood House program integration philosophy by ensuring programs have the opportunities to interconnect and achieve client integration across program areas.
- ❖ to assist the supervisor in planning and implementing a summer program for ages 6-12
- ❖ to supervise participants on weekly out trips
- ❖ to assist the supervisor in planning theme days
- ❖ to work within budget limits
- ❖ to work with volunteers
- ❖ to talk with parents/caregivers on a regular basis
- ❖ to ensure participants are involved in a safe summer program
- ❖ to plan activities for and participate in one community BBQ
- ❖ to ask and receive feedback from Senior leaders
- ❖ to assist in the end of the summer day camp clean up

Qualifications:

- ❖ Knowledge and awareness of issues surrounding diversity and multiculturalism
- ❖ Completion of BNH Leadership 1 program preferred
- ❖ High 5 certificate
- ❖ Cleared criminal record check
- ❖ Excellent interpersonal, organizational and communication skills
- ❖ Past experience in a children's recreational program
- ❖ Enrolled in school for the past semester and planning to attend in the fall
- ❖ Valid 1st Aid certification an asset
- ❖ Food Safe Level 1 an asset
- ❖ 2nd language an asset

Hours of Work:

These are seasonal positions from June 26th-August 11th, 2017). Jr. Leaders work between 35 hours per week and need to be available for the full term of their position between the hours of 8:30am-3:30pm.

Our Mission is to make neighbourhoods better places to live.



Rate of Pay: \$10.85/hour plus 4% vacation pay.

Direct Report:

Jr. Leaders report directly to the Program Supervisor

Apply To:

Sara Shaw - Program Director

100-4460 Beresford Street

Burnaby, BC, V5H 0B8

Fax (604) 431-9499

e-mail: saras@burnabynh.ca

Cover letters quoting the position you are applying for must accompany your resume.

Closing Date:

May 29th, 2017

This position is open to male and female applicants and we thank all who apply. However, only those candidates to be interviewed will be contacted. **No phone calls please.**

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