



# Steveston Community Society

*Serving the Community of Steveston Since 1946*

## LEADER III – Spring Break Camps

Steveston Community Society is accepting applications for **Leader III** positions for our Spring Break Camps. This is a supervisory position involving the delivery of inclusive, safe, and well-managed day camp programs.

### DUTIES/RESPONSIBILITIES:

- Leads and organizes all games, crafts, activities and out-trips
- Assists supervisor in planning, promotion, and implementation of programs
- Assists in training and supervision of leaders, assistants and volunteers
- Assists supervisor in the day-to-day maintenance of programs
- Communicates with parents and participants
- Maintains assigned budget and petty cash
- Keeps inventory of equipment and supplies
- Facilitates program and staff evaluations
- Special Event support
- Customer Service

### REQUIRED QUALIFICATIONS:

- Grade 12 plus 650+ hours of supervisor and working experience with children, or an equivalent combination of education and experience.
- Emergency Child Care First Aid or Standard First Aid and CPR Level B (or higher)
- Successful candidates will be required to complete a criminal record check

### RECOMMENDED QUALIFICATIONS:

- Experience working with children that require extra support
- Class 4 Driver's license
- Second language
- Experience with cultural diversity
- Challenging behaviours course
- National Lifeguard Certification
- Food Safe Certificate
- Coaching and Leadership experience
- 20 hours of related childcare courses/workshops

### HOURS OF WORK:

- Must be available during the weeks of March 19-23 & March 26-29
- Up to 40 hours/week for 2 weeks (March 19-23 & March 26-29)
- \$18.89/hour

**Interested candidates may apply for this position by sending a cover letter and resume to:**

Kendall Herder – Acting Auxiliary Recreation Leader - Steveston Community Centre -

[kherder@richmond.ca](mailto:kherder@richmond.ca)

The deadline for receiving applications is **February 14, 2018 at 5:00 p.m.**  
The Steveston Community Society thanks all applicants in advance for their interest.  
Only those candidates under further consideration will be contacted.