

## Afterschool Program Leader

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Contract Instructor Position  
Reports to: Recreation Programmer

### **Definition:**

Our ideal candidate has experience providing quality programming to children ages 5-9. This includes experience with arts and crafts, sports, music, drama, languages...the sky is the limit! Instructors are also required to be friendly and personable with parents, help plan programs and activities, and perform light cleaning duties. We are specifically looking for creative and motivated self-starters who can come up with fun activities and opportunities for the children they work with.

### **Responsibilities:**

- Willing to engage kids in fun and positive experiences.
- Have an environment that supports kids emotionally, physically and socially.
- Able to follow policies and procedures to ensure children's safety.
- Must be dependable, responsible, and reliable.
- Able to build rapport with children, parents and staff.

### **Skills and Qualifications:**

- Ability to communicate effectively orally and in writing.
- Ability to understand and effectively carry out oral and written instruction.
- Some independence in judgement taken in performing the duties of the position.
- Good interpersonal and public relation skills.
- Grade 12 diploma supplemented by post-secondary education or minimum of one-year work experience in a related field.
- Satisfactory Criminal record check.
- First Aid and CPR certification

### **Hours:**

- Monday through Friday programs are offered at the Pemberton and District Community Centre.
- Hours 2:30 – 5:30 pm
- Additional hours are available for Pro-D Days and holiday breaks.