

Program Leader - Youth

Casual position, hours vary and may include evening and weekend work
Reports to: Recreation Programmer

Definition:

The Program Leader's role is to engage and interact with youth aged 12+, maintain a controlled, safe atmosphere, while using every opportunity to provide a fun and positive environment to learn and grow in a healthy and safe recreational setting. The role will foster development socially, emotionally, physically and educationally.

Major Duties:

- Engages and interacts with youth.
- Maintains controlled environment and ensure youth follow code of conduct.
- Assists at events as required.
- Monitors computer usage/sites.
- Completes regular perimeter checks.
- Cleans and tidies Youth Centre and gym equipment.
- Provides back-up coverage in Youth Centre.
- Assists with program ideas and creation.
- Assists in development of programming.
- Performs other related duties as required.

Minimum Qualifications:

- Grade 12 diploma
- Ability to communicate effectively with children of all ages.
- Works independently and in a team setting.
- Ability to deal with childhood issues such as sharing, bullying, teasing, lying – calmly and tactfully.
- Experience working with youth and an understanding of youth issues.
- Strong interpersonal and public relations skills.
- Demonstrates effective conflict resolution skills.
- Demonstrates leadership ability.
- Ability to be firm, but kind at the same time.
- Ability to establish and maintain effective working relationships with program participants, volunteers, recreation staff and the public.
- Working knowledge and effective skills related to integrating participants with disabilities.
- Ability to coordinate, play and interact in a variety of creative and sports related activities.
- Physical coordination and stamina necessary to carry out the duties of the position.
- Satisfactory vulnerable sector check.

Required Licenses, Certificates and Registration:

- Emergency First Aid Certificate and CPR-C Certificate.
- Valid BC Driver's License and Satisfactory Driver's Abstract an asset.

- Food Safe Certificate an asset.
- Responsible Adult Course or Key Elements of School Aged Children an asset.