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**Employment Opportunity**

**Recreation – Summer Program Leader**

Reporting to the Recreation Manager, the RM of St. Clements is seeking candidates for the position of Summer Program Leader. The ideal candidate will be enthusiastic and personable, with a great understanding of rural community living and the importance of recreation.

Essential Job Functions

* Assisting the Recreation Programmer in developing, supervising and participating in a successful Summer Day Program in various communities throughout the RM, specifically Summer Day Camp for school-aged children.
* Participating in training workshops held prior to Summer Day Camp sessions.
* Working cooperatively with the Recreation Programmer and any other RM staff, while maintaining adequate health and safety protocols.
* Maintain a safe and inclusive environment for all program participants, staff, and visitors to the program.
* Building relationships with all program participants by showing compassion, empathy and understanding.
* Monitoring all program participants throughout the day.
* Other duties as assigned

Requirements

* Minimum Grade 12 education or equivalent. A degree or diploma in recreation or a related field is an asset.
* Ability to work well with school-aged children.
* Excellent communication skills, both verbal and written, with individuals of all ages.
* Strong organizational, time management, and prioritization skills.
* Ability to work independently or as a team.
* Current First Aid/CPR training.
* Valid Criminal Record & Vulnerable Sector Checks.
* Valid Class 5 driver’s license.
* Willingness to travel to various communities within the RM of St. Clements.

This is a full-time, seasonal position. Work week may include weekends and evenings, depending on special events or activities. The successful candidate is required to be a student.

Applications will be reviewed as early as March 25, 2024, however the posting will remain opened until a suitable candidate is located.

Qualified candidates are invited to submit a cover letter and resume, to:

ATTN: Brenden Collins, Recreation Manager

Rural Municipality of St. Clements

1043 Kittson Road

Box 2, GRP 35, RR1

East Selkirk, Manitoba

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Email: recreation@rmofstclements.com

We thank all applicants for their interest in this position but only those selected for an interview will be contacted.