

OUTDOOR RECREATION PROGAMMER (PART TIME / OCCASIONAL)

MUNICIPALITY OF SPRINGFIELD

Department: Community Services

Salary: $17.95 per hour

The Municipality of Springfield is seeking applications from qualified candidates for the position of Outdoor Recreation Programmer. Reporting directly to the Community Services Program Coordinator, the Outdoor Recreation Programmer will responsible for planning, developing, and implementing creative programs in an outdoor setting to meet the needs and interest of all participants. Program staff are also accountable for the health and safety for all participants.

**Primary Responsibilities:**

* Provide a fun, positive and safe environment for all participants.
* To directly supervise and assume responsibility for a specified group of participants throughout the entire duration of the programming.
* High-energy person with the desire and ability to work in a recreational, outdoor setting with children and youth.
* Adaptable, enthusiastic, safety conscious, mature and responsible.
* Plan and implement age appropriate programs in cooperation with the Program Coordinator.
* Work cooperatively with other staff.
* Participate in program preparation, including organizing supplies, program setup and cleanup. Maintains facility and equipment in excellent and safe condition where applicable.
* Communicate with parents and/or guardians where appropriate and as required.
* Maintain confidentiality of official records.
* Maintain ongoing communication with the Director of Community Services regarding programs, participants, and any potential problems.

The ideal candidate will have experience working with all age groups in a outdoor recreational setting. This position requires the individual to have confidence, patience, strong communication and organizational skills.

Interested applicants must submit a resume, cover letter and 3 references by 4:00pm, December 10, 2021

Municipality of Springfield

Attention: Human Resource Department

“Recreation Staff”

Box 219, Oakbank, Manitoba R0E 1J0

Phone: (204) 444-3321 Fax: (204) 444-2137

Email: hr@rmofspringfield.ca

We thank all who apply and advise that only those selected for further consideration will be contacted.