



Macdonald-Headingley
RECREATION DISTRICT

JOB DESCRIPTION

YOUTH RECREATION PROGRAM INSTRUCTOR

POSITION TYPE:	Part-time/ Casual
REPORTS TO:	Macdonald-Headingley Recreation District Program Coordinator
HOURS:	Program terms vary
RATE OF PAY:	Based on experience
PROGRAM LOCATION:	Headingley, La Salle, Oak Bluff, Sanford, Starbuck

DESCRIPTION

The Macdonald-Headingley Recreation District (MHRD) invites applications from suitable and enthusiastic candidates for the position of sessional Youth Recreation Program Instructor. This is a term position with the possibility of an extension into yearly programming. This position is suitable for an individual interested in pursuing a career in child-based recreation, yoga, arts, fitness, or early childhood education.

POSITION SUMMARY

Macdonald-Headingley Recreation serves two rural municipalities (RM's) – Macdonald and Headingley – while providing a variety of recreation programs to several communities within those RM's. Reporting to the Program Coordinator, the sessional Youth Recreation Program Instructor is responsible for the development and delivery of a recreation-based program. Programming is normally provided once a week for a set number of hours, following a four, six or eight-week format. Recreation programs are delivered between three major sessions – Fall (September – December), Winter (January – March), and Spring (April – June). Recognizing that children need to learn from a caring role model in a safe and welcoming environment, the sessional Youth Recreation Program Instructor will be responsible for supporting an environment that helps children shine, as they develop confidence and skills.

PROGRAMS

A variety of programs are offered to children, ranging in age from 5 to 13 years old. These programs include (but are not limited to):

- Mixed Media art classes
- Workshops
- Physical movement classes
- Mindfulness programs
- Yoga for children and teens
- Martial Arts classes
- STEM-themed programming
- Outdoor Programming
- Dance classes
- Babysitter's Training
- Cooking classes

SKILL SET

Depending on the type of instruction and program you are delivering on behalf of MHRD, we ask that you have most – if not all – of the following:

- Strong Interpersonal skills
- Self-motivated, resourceful, and energetic
- A self-starter with the ability to work independently
- Effective verbal and written communication skills
- Verbal and written communication skills
- Effective decision-making and problem solving
- Ability to prioritize, organize and multi-task to meet deadlines and program requirements
- Proficient in Microsoft Office (Word, Excel and Outlook)
- Flexibility to adjust to a dynamic work environment
- Physically demanding; must be able to maintain physical activity with children, leading and coaching through exercises and programs
- Ability to supervise and lead children in the outdoors in all weather environments
- Ability to foster and lead a positive and cooperative environment
- Knowledge and skills in a variety of program areas (i.e. outdoor play, sports, games, art, etc.)
- Ability to handle injuries and high emotion situations with children

QUALIFICATIONS:

- Must be 18 years of age or older
- Experience coordinating, implementing, and supervising children's recreational/outdoor programming
- Experience leading and interacting with groups of children, within a range of ages
- Valid First Aid Certificate or willing to certify
- Clear Criminal Record and Child Abuse Registry checks
- Degree or diploma in Early Childhood Education, Recreation and Leisure, or Education would be considered an asset
- Valid Driver's License and ability to provide own transportation to the program site

HOW TO APPLY

Applications will be received until the position is filled.

Interested applicants should forward a cover letter and resume to:

Krista Kryswaty – Program Coordinator

krista@mhrd.ca

MHRD thanks all applicants and advises that only those selected for further consideration will be contacted.