

Job Posting

Position Title: Summer Program Leader
Number of Positions: 3
Date Posted: May 1st, 2017
Application Deadline: May 19th, 2017
Start Date: June 26, 2017
Position Type: Summer Contract - 7 weeks
Location: South East Ottawa
Years of Experience: 1-2 years

Blair Court Community House is a non-profit, multi-service organization directly located in a subsidized housing community. Blair Court Community House offers social, educational and recreational programs and services to children, youth and families. During the summer months, the community house offers a number of special day time and evening programs to children and youth.

The Summer Program Leader, reporting to the Executive Director, will be responsible for providing a variety of fun and engaging activities to a diverse group of children and youth living in and around the Blair Court community.

Responsibilities:

- provide direct recreational programming for children and youth ages 5-18
- provide direct supervision of children and youth
- plan, implement and facilitate programming
- attend related workshops and training
- ensure the safety and cleanliness of the program area
- administrative duties
- other related duties as assigned

Qualifications/Requirements:

- post-secondary education in Recreation, Child and Youth Worker, Social Services or related field
- experience working with children and youth
- knowledge and understanding of poverty and minority issues
- ability to work independently and as a member of a team
- strong interpersonal skills
- experience in organized sports as a participant or a coach
- current police records check and CPR First Aid certification
- English essential, French or other languages an asset

Applicant MUST be a returning student attending full-time, postsecondary education in the fall of 2017.
Applicant MUST be able to work flexible hours, both daytime and evening hours from Monday-Thursday.

Compensation: Hourly
Hours per week: 30
Rate per hour: \$11.40

Send resumes with a covering letter to:

Blair Court Community House
1566 Station Boulevard
Ottawa, Ontario K1g 0M1
Fax 613-736-1366
Email blaircourt@rogers.com

Attention: Kristy Donnelly, Executive Director

Thank you to all applicants, but only those selected for an interview will be contacted. **No calls please.**