

# **Town of Oxford**

## **Summer Recreation Student Position**

**The Town of Oxford has received 50% funding for one (1) summer student through the Canada Summer Jobs funding program. Directly reporting to the Oxford Recreation Commission, the successful candidate will have the following requirements:**

### **Job Description:**

1. Assist with the creation and development of Summer Programs provided by Oxford Recreation Commission
2. Implement Summer programs: including special activities, summer soccer, t-ball, tennis, and healthy living activities
3. Supervise and provide leadership for children participating in summer programs to ensure a safe and caring environment that promotes positive child development
4. Assist with set up and cleanup of all activities
5. Assist with planning and implementation of special town events throughout the summer
6. Administrative and other duties as required
7. Follow any Occupational Health and Safety regulations and practices as determined by the Province of Nova Scotia and/or the Town of Oxford.

### **Qualifications:**

- Experience in leading children's programs
- Knowledge of program development
- Highly positive and enthusiastic style: capable of motivating others
- Excellent written and verbal skills
- Good conflict management abilities
- Works well independently and within a team environment
- Current Standard First Aid and CPR is an asset.
- Enrolled in school (secondary or post-secondary) for Fall 2022
- Candidate will be required to work up to 35 hours a week and will be required to work some evenings and weekends

Deadline for applications is Friday, June 10<sup>th</sup> at 2:30 PM. Funding covers up to 8 weeks of employment with wages of \$13.35/hour.

You can send your resume and cover letter by email to Linda Cloney at [lcloney@oxfordns.ca](mailto:lcloney@oxfordns.ca) or drop it off at the Oxford Town Hall - 105 Lower Main Street, Oxford, Nova Scotia, B0M 1P0