



DISTRICT OF SAANICH
PARKS, RECREATION AND COMMUNITY SERVICES
COMMUNITY SERVICES

PROGRAM ASSISTANT – YOUTH CENTRES **Up to 8 Casual Positions**

The District of Saanich Youth Services section operates three stand-alone youth centres housed within its recreation centre settings. Youth centre staff are responsible for planning and overseeing both registered and drop-in programs and services to youth in our community. As a Program Assistant, you will lead and engage youth participants in activities that inspire their talents, ignite their creativity, and champion their interests. You will work cooperatively and communicate effectively with youth participants, their families as well as coworkers and supervisors. Your role will be to ensure the enjoyment and safety of all participants by maintaining the program site, by implementing safe, well organized activities.

Requirements include completion of Grade 10; eight weeks of experience working with participants in a recreational or instructional setting; satisfactory Police Information Check with Vulnerable Sector (PIC-VS) check no older than 6 months and Emergency First-Aid and CPR-C. The ideal candidates will have experience working with youth and have the ability to be inclusive and flexible to ensure a positive environment is created for all participants; demonstrated customer service and interpersonal skills; ability to maintain a high degree of enthusiasm and personal motivation. Experience working with children and youth with a wide variety of interests, unique needs and neurodiversity is an asset. The successful candidate will work varying shifts including weekends, after school and evenings. Candidates should be available to work a minimum of 3 hours per week. Shift hours and location vary and depend on program registration.

Youth Centre & Shift Locations:

Gordon Head Youth Centre
Saanich Commonwealth Youth Centre
Pearkes Youth Centre
Cedar Hill Recreation Centre
Local SD61 & SD63 Middle and High Schools

Candidates with experience in the following program areas will be an asset:

Dungeons & Dragons
Cooking & Baking
Arts & Crafts
Yoga
Zumba or Dance Fitness
General Youth Social Programs

This is a C.U.P.E. Local 2011 position with a wage of \$20.44 per hour plus 15% in lieu of benefits. Job description and competition information can be found at www.saanich.ca. *This is an open until filled posting. Please apply quoting competition 24258 to:* Human Resources, District of Saanich, 770 Vernon Avenue, Victoria, BC, V8X 2W7 (Fax 250-475-5550). While we thank all applicants for applying, only those under consideration will be contacted.

The District of Saanich is recognized as one of BC's Top Employers for 2024. As an equitable and inclusive employer, we value diversity of people to best represent the community we serve and provide excellent services to our citizens. We strive to attract and retain passionate and talented individuals of all backgrounds, demographics, and life experiences. If you require any adjustments to enable participation at any stage of the recruitment process, please contact in confidence accessibilityHR@saanich.ca.