

## RECREATION LEADER 2 Regular Part Time

### About Us

One of BC's Top Employers, the City of Coquitlam offers meaningful career opportunities to make a difference within the local community. As the sixth largest city in BC, we are home to more than 150,000 residents. Our diverse municipality is a great place to work as it continues to grow through innovative urban design, inspiring arts, culture and recreation programs, and state-of-the-art transportation systems. Our brand is built on managing our resources in a responsible and sustainable manner, while supporting a vibrant, growing regional urban centre. We envision a bright future in Coquitlam that we hope includes you!

### About You / What We Are Looking For

Our Parks, Recreation, Culture and Facilities team is currently recruiting for two enthusiastic and passionate Recreation Leaders to assist in the development and implementation of recreational programs and services at City facilities in a regular part time capacity. This position will be located at either Smiling Creek Activity Centre or Summit Community Centre, satellite sites to our primary Pinetree location. In this role, our next Recreation Leaders will focus on promoting an inclusive recreation environment for children.

Core responsibilities involve planning, facilitating and directing program delivery; promoting interest and encouraging participation in program activities; providing guidance and advising facility users on specified activities including enforcing rules; and assisting in directing the work of program leaders, recreation instructors, and volunteers.

We are currently recruiting for the following positions:

#### Regular Part Time Vacancies

1. Smiling Creek Activity Centre (20 hours)
  - o Monday to Wednesday, 5:00-10:00 pm, Saturday 9:00am-2:00pm
2. Summit Community Centre (20 hours)
  - o Monday to Thursday, 5:00-10:00 pm

### Minimum Qualifications

The successful candidate will possess some community recreation experience. Other requirements include:

- First Aid/CPR - C Certification
- A valid BC Driver's License (with satisfactory driving record)
- Access to reliable transportation

These positions are scheduled to work a schedule that may include weekdays, evenings and weekends depending on the season and location.

### Preferred Qualifications

Post-secondary education in Recreation at a recognized Community College would be an asset. Sound knowledge of the recreational needs and interests of Coquitlam residents, the fundamentals of program leadership; recreation instruction; and a strong customer service orientation would be beneficial. Experience working with a variety of ages within recreation facilities, as well as additional training such as High Five Principles and Physical Literacy would be considered assets.



**What We Offer:**

This CUPE position has an hourly rate range of \$30.70 - \$36.06 per hour (2024 rates) plus 10% in lieu. The rate of pay is based on a variety of factors including qualifications, knowledge, experience and skills.

You will have the chance to join a rapidly growing and diverse team dedicated to supporting the local community, and be able to engage in variety of learning and development opportunities. This position is based in Coquitlam. The City offers benefits and 10% in lieu of vacation for the regular part time positions.

**Accessibility / Equal Opportunity Employer**

The City of Coquitlam is proud to be an Equal Opportunity Employer working towards enhancing equitable practices in our recruitment and retention processes. As an organization we are committed to creating an inclusive work environment to support our growing and diverse work force. To learn more about what equity, diversity, and inclusion means, and the City's efforts in support of these principles, please visit [coquitlam.ca/edi](http://coquitlam.ca/edi) for more information.

If at any time during the application or recruitment process you require additional assistance or an accommodation, please contact our team for confidential support. Staff can also provide in-person support if required.

Applicants under consideration may be required to undergo a police information check and vulnerable sector check (with no adverse reports).

Good people make Coquitlam great, sign up for career alerts through our recruitment portal to stay up to date about opportunities within our team, or follow us on [LinkedIn](#) to learn more about how #YouCouldWorkHere too!

**Please apply online at [www.coquitlam.ca/careers](http://www.coquitlam.ca/careers) by 11:55 pm on October 25, 2024.**

*We thank all applicants for their interest; however, only those selected for an interview will be contacted.*