

# BUILD A CITY. BUILD A FUTURE.



## Summer Placemaking Program Leader (Community Services Assistant 2)

*As one of the fastest growing cities in Canada, City of Surrey is a globally recognized leader in building vibrant, sustainable communities through technology and innovation. City of Surrey employees are talented innovators, inspired by meaningful work and the opportunity to drive our city—and their careers—forward. Build a City. Build a Future at the City of Surrey*

### SCOPE

The Community Enhancement team within the City of Surrey's Parks, Recreation, and Culture Department works to create vibrant public spaces through placemaking and enhancement initiatives, community involvement campaigns, and place-based projects.

The City of Surrey is looking for an enthusiastic, collaborative, and creative Summer Placemaking Program Leader. The Summer Placemaking Program Leader will assist in implementing a diverse range of placemaking projects, art projects, interactive activities, community engagement events, and other small projects.

### EMPLOYMENT STATUS

Union - CUPE Local 402 - Auxiliary

### RESPONSIBILITIES

- Assist in design and lead the implementation of interactive public space activations and programs.
- Lead activities and programming at public events.
- Assist in the organization and maintenance of program or event supplies and equipment.
- Sharing information with public on City of Surrey placemaking and community improvement resources.
- Interact with the public in a professional way providing excellent customer service.
- Assist in program and event set up, including lifting, moving, and setting up pop-up tents, tables, and other equipment.
- Drive a City vehicle into parks and to other City of Surrey facilities.
- Work outdoors in all weather conditions. Programs and events can run in all weather, including heat and rain. Considerations are made for extreme weather events.
- The position will require flexible work schedule to be available to work evenings and weekends, as required

### QUALIFICATIONS

The successful candidate will have:

- Completion of Grade 12 and some post-secondary education from a recognized institution
- Experience or interest in placemaking, public space activation or community engagement
- Strong planning and organizational skills
- Valid Class 5 Driver's license, with a safe driving history
- Occupational First Aid Level One Certificate or acceptable equivalent.

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## OTHER INFORMATION

- Pay Grade: Schedule D
- Hourly Rate: \$23.85 (2024 Rate)

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