

BUILD A CITY. BUILD A FUTURE.



2025 Summer Program Leaders – Park Partnerships

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

Surrey's Park Partnerships team aims to create opportunities for meaningful community connection in park spaces through hosting engaging and educational park programs, special events, and volunteer opportunities. We believe that access to nature and outdoor spaces helps develop an active, engaged, and healthy community along with fostering an appreciation of Surrey's Parks.

As a Summer Program Leader, you will lead and/or assist with facilitating a variety of Surrey Park programs, initiatives, and events including (but not limited to):

- Park Play
- Community Picnics
- Park Cleanups
- Sounds of Summer concert series

Summer Program Leaders will:

- Work 34-37 hours per week June 17 - August 29, 2025
 - Potential training days between June 9 & 14
- Work outdoors in all weather conditions. Programs and events run in all weather, including heat and rain. Considerations are made for extreme weather events.
- Build connections between the community and Surrey's park spaces.
- 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.
- Assist in the organization and maintenance of program/event supplies and equipment.
- Drive a City vehicle into parks and to other City of Surrey facilities (Senior Leader).
- Connect the public with City of Surrey offerings including services, programs, and volunteer opportunities.

EMPLOYMENT STATUS

Union - CUPE Local 402 - Auxiliary

INTEGRITY • SERVICE • TEAMWORK • INNOVATION • COMMUNITY

Help us build a world-class city. We are hiring talented innovators seeking meaningful work to drive our city - and their careers - forward.
Apply online at www.surrey.ca/careers



BUILD A CITY. BUILD A FUTURE.



RESPONSIBILITIES

The **Community Services Assistant 2 –Senior Leader** responsibilities include:

- Organizing a staff team to be ready for scheduled programs, initiatives, and events.
- Leading junior staff and volunteers in program/event site setup and takedown.
- Completing program lesson plans, and program prep as needed.
- Collaboration and problem solving with your staff team to complete daily tasks and program offerings.
- Leading engagement activities through the Park Play program.
- Facilitating Park Cleanups and educating the public on Park Care.
- Planning and leading engagement activities at Community Picnic events.
- Engaging the public at the Sounds of Summer concert series.
- Helping the Park Partnerships team execute any additional programs and community engagement initiatives as needed.

The **Community Services Assistant 1 – Junior Leader** responsibilities include:

- Assisting with daily program and/or event site setup and takedown.
- Collaborating and problem solving with your staff team to complete daily tasks and program offerings.
- Assisting with engagement activities through the Park Play program.
- Helping facilitate Park Cleanups
- Help facilitate engagement and outreach activities at Community Picnic events.
- Engaging the public at the Sounds of Summer concert series.
- Helping the Park Partnerships team execute any additional programs and community engagement initiatives as needed.

INTEGRITY • SERVICE • TEAMWORK • INNOVATION • COMMUNITY

Help us build a world-class city. We are hiring talented innovators seeking meaningful work to drive our city - and their careers - forward.
Apply online at www.surrey.ca/careers



BUILD A CITY. BUILD A FUTURE.



QUALIFICATIONS

The **Community Services Assistant 2 – Senior Leader** will have:

- Successful completion of Grade 12.
- Current Occupational First Aid, CPR C and AED certificate (or willing to obtain before start date).
- Valid Class 5 Driver's License with a safe driving history.
- One year of relevant experience working in parks or a recreational setting. An equivalent combination of training and experience is acceptable.
- Some relevant experience working with children and youth.
- Demonstrated leadership skills.
- An enthusiastic, high initiative approach to their work with strong interpersonal skills and effective oral and written communication skills.
- The ability to work independently and in a team setting.
- The ability to establish and maintain effective working relationships with volunteers, staff, and the public.
- Experience in environmental outreach is an asset.
- High Five and Fundamental Movement Skills (or other Physical Literacy) certification is an asset.

The **Community Services Assistant 1 – Junior Leader** will have:

- Successful completion of Grade 10.
- Current Occupational First Aid, CPR C and AED certificate (or willing to obtain before start date).
- An enthusiastic, high initiative approach to their work with strong interpersonal skills and effective oral and written communication skills.
- The ability to work independently and in a team setting.
- The ability to establish and maintain effective working relationships with volunteers, staff, and the public.
- Previous experience working with children and youth is an asset.
- High Five and Fundamental Movement Skills (or other Physical Literacy) certification is an asset.

OTHER INFORMATION

- Pay Grade: Schedule D
- Hourly Rate:
Community Services Assistant 1: \$21.64
Community Services Assistant 2: \$23.85
- This position requires completion of a Police Information Check including a Vulnerable Sector Check. Successful applicants must provide proof of qualifications.

INTEGRITY • SERVICE • TEAMWORK • INNOVATION • COMMUNITY

Help us build a world-class city. We are hiring talented innovators seeking meaningful work to drive our city - and their careers - forward.
Apply online at www.surrey.ca/careers

