



# BUILD A CITY. BUILD A FUTURE.



## Community Services Assistant 1 – Summer Day Camp Junior Leader - Museum of Surrey

*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

This is entry-level community service work at Museum of Surrey with grant support from Young Canada Works and Canada Summer Jobs. The Museum is looking for two enthusiastic and energetic individuals to spend the Summer running day camps, leading birthday parties, and assisting with special events. Museum of Surrey is a dynamic museum that is focussed on providing programs, exhibits and events for the community. We welcome everyone and constantly work to improve accessibility and programming so that all can enjoy their museum.

### Employment Status

Union - CUPE Local 402 – Temporary Grant – **June 2025 to August 2025**

### Responsibilities

- Assists in the implementation and delivery of a wide range of high-quality programs and services, including but not limited to summer day camps, special events, public programs, birthday parties and outreach.
- Prepare, and deliver Museum Day camps for children 3-12 years.
- Maintains the program area and equipment safe, clean, and hazard-free at all times.
- Assist to distribute promotional material for the Museum's Fall school programs.
- Assist with researching crafts, games, and activities for future programming.
- Assist to acquire program supplies.
- Performs other job-related duties as required.

### Qualifications

- Completion of Grade 10 supplemented by some relevant experience in community service work or an equivalent acceptable combination of training and experience.
- Experience working with children and the public.
- Courses in Education, Museum Studies, History, Anthropology, or Archaeology are an asset.
- Emergency First Aid Certificate and CPR Certificate, Occupational First Aid Level One Certificate OR acceptable equivalent.
- High Five Certification or an acceptable equivalent (if working with children ages 6-12).
- This position is contingent on Federal Government Grant funding by the **Canada Summer Jobs program and Young Works Canada**
- Successful candidates **must meet the criteria set forth by one of the grant programs below:**

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## Canada Summer Jobs Grant Requirements:

- To be eligible, youth must: be between 15 and 30 years of age at the beginning of the employment period
- be a Canadian citizen, permanent resident, or person to whom refugee protection has been conferred under the Immigration and Refugee Protection Act for the duration of the employment
- Have a valid Social Insurance Number at the start of employment and be legally entitled to work in Canada in accordance with relevant provincial or territorial legislation and regulations.
- International students are not eligible participants. International students include anyone who is temporarily in Canada for studies and who is not a Canadian citizen, permanent resident, or person who has been granted refugee status in Canada.

## Young Canada Works Grant Requirements:

- Are a Canadian citizen or a permanent resident, or have refugee status in Canada (non-Canadians holding temporary work visas or awaiting permanent resident status are not eligible)
- Are legally entitled to work in Canada (have a valid social insurance number)
- Are between 16 and 30 years of age inclusively at the start of employment; and
- Are a high school, college, CEGEP or university student.

Applicants under consideration will be required to consent to a Police Information Check/Vulnerable Sector Check.

## Other Information

Pay Steps	Hourly Rate
Step 1	\$21.64
Step 2	\$22.13
Step 3	\$22.71

## Apply

If you are interested in this opportunity, please apply at <https://www.surrey.ca/about-surrey/jobs-careers> to Job ID 6376.

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