



# BUILD A CITY. BUILD A FUTURE.

## COMMUNITY SERVICES ASSISTANT 2 - FACILITY ATTENDANT

*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 City of Surrey's Age Friendly team is seeking friendly, reliable individuals to lead guided walking groups for older adults in parks across the city. The WALKit Program is part of Surrey Parks, Recreation & Culture's Healthy Communities and Age Friendly initiatives. These programs support physical activity, social connection, and community engagement for older adults. We are looking for Community Services Assistant 2 – Facility Attendant - WALKit Tour Leaders who are committed to delivering safe, welcoming, and engaging walking programs for older adults in outdoor park settings.

### Employment Status

Union - CUPE Local 402 – Auxiliary.

### Responsibilities

- Greets and checks in participants at the start of each session and provides routine program information.
- Leads guided walking groups in designated park locations.
- Supports WALKit (moderate-paced, longer distance walks) and Beginner WALKit (slower-paced, shorter distance walks).
- Monitors group pace, participant well-being, and safety, and implements risk management practices.
- Provides basic first aid as required.
- Coordinates with City of Surrey volunteers supporting the program.
- Completes routine clerical and administrative duties, including attendance tracking, documentation and record-keeping.
- Ensures City policies, procedures, and applicable safety regulations are followed during program delivery.

### Qualifications

Applicants will demonstrate strong customer service, the ability to follow oral and written instructions, work effectively in a team environment, and provide group leadership.

The successful candidate will have:

- Completion of Grade 10 supplemented by some office experience or an equivalent acceptable combination of training and experience.
- Emergency First Aid certificate and CPR C certificate.
- Ability to lead groups safely in outdoor environments.
- Strong organizational skills and reliability.
- Experience working with older adults, community groups, or recreation programs (minimum 6months) is considered an asset.

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- A valid BC driver's license; access to a vehicle is considered an asset.

**Hours of work:** Approximately one day per week (Thursdays), with on-call availability for some Wednesdays. Walks are primarily scheduled in the morning, with occasional afternoon sessions. Hours may vary by location and season.

## Other Information

Pay Grade: Schedule D

Hourly Rate: \$25.54

Applicants under consideration will be required to consent to a Police Information Check/Vulnerable Sector Check. Successful applicants must provide proof of qualifications.

## Apply

If you are interested in this opportunity, please apply at <https://www.surrey.ca/about-surrey/jobs-careers> to Job ID 7079.

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