
RECREATION SUPERVISOR – SENIORS & YOUTH

DEPARTMENT:	Parks and Recreation – Century House	STATUS:	Regular Full Time
NO. OF POSITIONS:	One	UNION:	CUPE, Local 387
HOURS OF WORK:	37.5 hours per week	SALARY:	\$41.93 - \$49.35 per hour + comprehensive benefit package

As a central hub in the Metro Vancouver area, the City of New Westminster delivers a broad spectrum of urban services to over 92,000 residents. New Westminster is rich in history with a viable and thriving economy and has a population representative of the diversity of the region. The City is staffed by talented and dedicated employees who work together to achieve its strategic vision. We have earned a proud reputation for civic leadership, service delivery, and outstanding employee relations.

The City of New Westminster has an exciting opportunity for a dynamic, passionate, and service-focused individual. This role is located at Century House - one of Canada's first senior's centres. Century House is a leading-edge seniors and youth centre that takes a holistic approach to service delivery. The Centre is based on an innovative partnership between Youth Services and the Century House seniors that creates opportunities for both the needs of seniors and youth, as well as inter-generational programs and services.

The Recreation Supervisor – Youth and Seniors Services is an integral member of a leadership team who values community relationships and partnerships, service excellence, mentoring and coaching the team of staff and volunteers, working seamlessly with the broader Parks & Recreation team and being a valued resource to other City Departments and committees.

Reporting to the Manager, Recreation Services and Facilities, this role requires exceptional supervisory, facilitation, mentoring, and administrative expertise. It is responsible for managing the development, delivery and evaluation of a wide range of specialized community programs, events, supports and services for youth and seniors.

Responsibilities include:

- working collaboratively with community advisory groups, seniors and youth organizations and leaders, other City Departments and the general public;
- leading staff teams and volunteers in creating strong interdependent networks and delivering quality programs, services, and collaborative initiatives;
- hiring, planning, directing and mentoring staff and volunteers;
- preparing and managing capital and operational budgets;
- collecting data to understand the community's needs, to inform strategic decision-making, to reach users and non-users, and to demonstrate the achievement of specific outcomes;
- promoting and publicizing planned recreation activities;
- developing and implementing new operational methods and procedures;
- staying current on best practices in the field, incorporating best practices into policies and procedures and training staff teams.
- performing other related work as required.

Requirements include:

- A college or university degree in Child and Youth Care, Recreation Administration or a related discipline, plus considerable related community recreation experience in youth or seniors services including supervisory experience or an equivalent combination of training and experience;
- A dynamic and inclusive leadership style with proven operational experience;
- The ability to build and sustain trusted relationships with community groups and organizations.
- Ability to engage with community members using a trauma informed approach
- Thorough understanding of harm reduction principles and best practices in child and youth care and seniors services
- Sophisticated engagement, outreach, and resolution skills;
- Thorough knowledge of community recreation principles and proven practices related to specialized community recreation programs and services for youth and seniors;
- Thorough understanding of child protection and duty to report legislation
- Ability to plan, implement, evaluate and measure diversified service delivery approaches, recreational programs, events, and outcomes;
- Ability to deal effectively and authentically with customers and to use contemporary service excellence principles; establish and maintain effective working relationships with internal and external contacts; and communicate effectively both orally and in writing;
- Ability to plan, train, supervise, inspire and evaluate the work of staff and volunteers engaged in programming, clerical and other functions related to the operation of the facility and related program areas;
- Ability to prepare budgets, monitor expenditures and conduct programs within budget allocations and to prepare and maintain reports, records and correspondence;
- Thorough knowledge of the rules, regulations and policies governing the work performed and of the methods, procedures and practices used in the operation of a community recreation centre and related services (including food services) and contracts;
- A valid Standard First Aid and CPR certification is preferred.
- Successfully pass and maintain a clear Police Information Check with Vulnerable Sector Check.

Join a team of enthusiastic and innovative employees, and help us build a vibrant, compassionate, resilient city where everyone can thrive.

We offer our employees great work-life balance, competitive salaries, comprehensive health, benefit and retirement plans (a percentage in lieu of benefits for auxiliary positions), education and training opportunities and challenging and rewarding work.

Apply online with your **resume and cover letter** in one document at www.newwestcity.ca/employment by **July 27, 2026**.

To support a workforce that reflects the diversity of our community; women, Indigenous Peoples, racialized individuals, persons of diverse sexual orientation, gender identity or expression (LGBTQ2S+), persons with disabilities, and others who may contribute to diversity of our workforce, are encouraged to express their interest.

*New Westminster is on the unceded and unsundered land of the Halq'eméylem-speaking peoples.
'It is acknowledged by the City that colonialism has made invisible their histories and connections to the land.
We are learning and building relationships with the people whose lands we are on.*

*We thank all applicants for their interest and advise that only those selected for an interview will be contacted.
This position is only open to those legally entitled to work in Canada.*