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COMMUNITY SERVICES ASSISTANT 2 – EDUCATION SENIOR LEADER

*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.*

EMPLOYMENT STATUS

Union – CUPE Local 402 – Auxiliary

SCOPE

Museum of Surrey is a cultural facility with a mission to ignite imaginations and connect Surrey's diverse population and communities through participation, engagement, and stories. We are looking for a Community Services Assistant 2 – Education Senior Leader who enjoys interacting with children and has a passion for sharing and teaching stories of culture and history. The successful candidate will assist with the delivery of educational programs aligned with current BC curriculum standards.

Experience in facilitation, group leadership, public speaking, and clear communication is essential. A familiarity with the principles and practices of museum interpretation, program delivery, and community development in an educational setting is considered an asset.

This auxiliary position requires availability from Tuesday to Friday, and there may be evening and weekend opportunities.

RESPONSIBILITIES

- Assist with the preparation and delivery of curriculum-based school programs.
- Help with the promotion and evaluation of school programs.
- Research of curriculum-based topics and summer camps themes.
- Assist with program setup and takedown, including sorting, organizing, preparing, and cleaning equipment and supplies.
- Prepare craft and activity templates and samples.
- Assist in training volunteers in program delivery.
- Attend outreach activities, including offsite and partnership programs, and education conferences.

QUALIFICATIONS

As the successful candidate you must be able to demonstrate your outgoing customer relation skills. You will also have:

- Completion of Grade 12, supplemented by one year of experience in community service work, or an equivalent combination of education and experience.
- Emergency First Aid and CPR certification.

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- A valid BC driver's licence and a safe driving record.
- Access to a vehicle is an asset.
- Experience working with children.
- Strong organizational, interpersonal, and communication skills.
- Experience in heritage and/or cultural programming and public speaking is considered a strong asset.

OTHER INFORMATION

Pay Grade: Schedule D

Hourly Rate: \$25.54

Applicants under consideration will be required to provide proof of qualifications and consent to a Police Information Check including a Vulnerable Sector Check.

APPLY

If you are interested in this opportunity, please apply at <https://www.surrey.ca/careers>, Job ID 7310.

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