

EXTERNAL POSTING

PROGRAM ASSISTANT, ARENAS & OTHER PROGRAMS, FULL-TIME

Posting No: 2023-29

Posting Date: September 6, 2023

Posting Expiry Date: October 6, 2023, 4pm

Strathcona Regional District is seeking a full-time Program Assistant, Arenas and Other Programs for the Strathcona Gardens Recreation Complex to work varying shifts including days, evenings and weekends. Under the direction of the Program Coordinator, Arenas and Other Programs, the Program Assistant, Arenas and Other Programs will provide direction and support to skate shop and programming staff.

REQUIRED EDUCATION, EXPERIENCE, LICENCES AND CERTIFICATES

- Completion of grade 12
- Minimum two years of teaching experience
- Background in figure skating and/or hockey
- Standard First Aid
- CPR Level C with AED (current within the year)
- Class 4 Drivers License

BENEFITS PAID FOR BY THE EMPLOYER

- extended health benefits (including prescriptions, vision, paramedical)
- dental benefits (basic, comprehensive, major and orthodontics)
- life insurance and AD&D benefits (2 ½ times annual salary)
- weekly indemnity benefits (2/3 of full pay up to 12 weeks)
- travel benefits (insurance for when you travel out of province and country)
- generous leave entitlements for vacation, sick time, family responsibilities, bereavement
- Employer and Family Assistance Program (professional and confidential support)
- employer pays for all job required re-certifications
- annual \$100 blade allowance
- defined benefit pension plan <https://mpp.pensionsbc.ca>

The hourly rate of pay for this job is \$24.62. We provide premium pay for working after 6pm. See [here](#) for more information on pay and benefits.

HOW TO APPLY: Please forward your cover letter, resume and copies of the required certifications to hr@srd.ca quoting "Posting 2023-29 Program Assistant, Arenas and other Programs, Full-Time" in the subject line of your application. Successful candidates will be required to complete a criminal record check with a vulnerable sector search and become a member of the United Steelworkers, Local 1-1937.

Strathcona
REGIONAL DISTRICT



990 Cedar Street,
Campbell River, BC V9W 7Z8
Tel: 250-830-6700 • Fax: 250-830-6710
Toll-free: 1-877-830-2990

www.srd.ca