

INTERNAL POSTING

PROGRAM ASSISTANT, ARENAS AND OTHER PROGRAMS, FULL-TIME

POSTING NO: 2024-15

POSTING DATE: May 3, 2024

POSTING EXPIRY DATE: May 10, 2024 at 4:00 p.m.

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. The Program Assistant, Arenas and Other Programs will be the lead hand providing shift supervision and direction to on duty staff. It is the role of this position to ensure that staff are following established protocols, that the programs are operating safely, and the facility is properly prepared for the enjoyment and satisfaction of all patrons. The work also involves being part of regular skate patrol rotations, along with teaching specialized and standard programs.

REQUIRED EDUCATION

- Completion of grade 12

REQUIRED EXPERIENCE

- Minimum two years of teaching experience
- Background in figure skating and/or hockey

REQUIRED LICENCES AND CERTIFICATES

- Standard First Aid
- CPR Level C with AED (current within the year)

PREFERRED LICENSES

- Class 4 Drivers Licence

HOW TO APPLY:

Please forward your cover letter, resume and copies of your certificates to hr@srd.ca quoting "Posting 2024-15 Program Assistant, Arenas and Other Programs, Full-Time" in the subject line of your application.

Strathcona
REGIONAL DISTRICT



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