



## Youth Summer Program Lead

**Position Start Date:** June 15, 2018  
**Posting closes:** May 18, 2018

### Position Available:

Oaklands Community Association is looking for a Youth Program Lead to develop, organize, implement and market summer recreation programs and events for the youth of Oaklands. This is a 4-hour per week position with an additional 5 hours per month of planning time, reporting to the Programs Coordinator.

### Duties include:

- Preps, leads and cleans up after FlipOut Fridays youth drop-in from 6-9:30 pm
- Develops and organizes youth drop-in related programs and events
- Supervise Youth Activity Leaders and volunteers as required for programs and events
- Works with the Programs Coordinator to market Youth programs
- Assist the Programs Coordinator in other youth-related tasks as required
- Maintains budget with attendance numbers and expenses after each FlipOut Fridays

A more complete job description is available upon application, if requested.

### All applicants must have:

- Applicable certificate, diploma or degree (ex. Recreation/leisure studies or Child/youth)
- Experience working with youth in a recreation setting
- Proficient computer skills, including Microsoft Office.
- Current First Aid and CPR certificate
- Class 4 Driver's License is required

**Rate of Pay:** \$16/hour

**Apply to:** Send cover letter and resume to:  
Erin Henneberry  
Programs Coordinator  
Oaklands Community Centre  
1-2827 Belmont Avenue  
Victoria, B.C. V8R 4B2  
Email: [programs@oaklandsca.com](mailto:programs@oaklandsca.com)  
Fax: 250-370-9102

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