



PARKS & RECREATION DEPARTMENT
Summer Employment Positions
SUMMER DAY CAMP COORDINATOR

Applicants MUST have been at school full time and be returning to school in the fall of 2018

*This position will be funded, in part, by federal government
Summer Student grant funding.*

Term: May 28th – August 24th, 37.5 hours/week
Wage: \$16/hour & 12% benefits in lieu.

Principle Responsibilities:

- Plans, organizes and manages Summer Day Camp programs including assisting with the development of a budget.
- Daily facilitation of Summer Day Camp program.
- Assists with the planning and organizing Special Events.
- Liaise with other organizations for program development and delivery.
- Assists with the development of marketing strategies for Summer Programs.
- Carries out basic administrative duties as they relate to the Summer Programs.
- Current First Aid & Class 4 Driver's License is an asset.
- Other related duties as required.

Qualified applicants should submit a Covering letter & resume by 2:00 p.m.
Friday, May 18, 2018 to:

Abby Fortune, Director of Parks & Recreation
District of Ucluelet
P.O. Box 999 Ucluelet, B.C. V0R 3A0
200 Main Street
afortune@ucluelet.ca
fax 250-725-7335

Please note only those short listed will be contacted.