

Youth Centre Team Leader

Posting #PRC2024-52

Oak Bay Parks, Recreation and Culture is seeking an enthusiastic and creative individual who loves working with Youth for the Youth Centre Team Leader position. This position involves planning and implementation of activities in the Youth Drop-In Centre, supervising drop-in sessions and developing a sound liaison with youth in the community. Our Auxiliary staff enjoy a free Staff Pass when they work one shift per week, flexibility in hours to accommodate different lifestyles, a culture that cares about work-life balance, and 14% pay on top of their hourly wage in lieu of benefits. We foster a learning environment and provide you with on-the-job training.

RESPONSIBILITIES

- Assisting with organization of Centre Drop-In activities and special events.
- Supervising the Youth Centre and ensuring a safe environment.
- Developing a monthly calendar for the Youth Centre activities (lunch time/evening).
- Communicate/work with Coordinator on programs and events.
- Ordering and maintaining inventory & supplies for the Youth Centre.

QUALIFICATIONS

- Previous experience working with youth.
- Experience with program planning, special events, and youth activities.
- Current Emergency First Aid or Standard First Aid with CPR-C certification.
- Provision of a current Police Information Check with Vulnerable Sector Screening (Note: This is the applicant's financial responsibility to obtain this).

HOURS OF WORK	<ul style="list-style-type: none"> • Mondays-Thursday - 11:45am-1:15pm – Attendant rate • Mondays & Wednesdays – 2:45-5:15pm – Attendant rate • Fridays - 1:45- 4:15pm – Attendant rate • 2hrs weekly – Team Leader rate <p><i>Work hours may vary based on operational requirements.</i></p>
LOCATION(S)	Neighbourhood Learning Centre
RATE	<p>Attendant Rate: \$20.04 (\$17.58 per hour plus \$2.46 per hour lieu of benefits) – 2024 rate.</p> <p>Team Leader Rate: \$22.64 (\$19.86 per hour plus \$2.78 per hour lieu of benefits) – 2024 rate</p>
STATUS	Auxiliary (This is a union position)
BENEFITS	<ul style="list-style-type: none"> • 14% in lieu of benefits per hour. • Staff Membership to drop-in the weightroom, fitness classes, skating, and pool (applicable to employees with 1 or more set shifts per week)

Please submit applications by 4:00pm, Monday, August 12, 2024 to:

Job Application Drop Box, Oak Bay Recreation Centre, 1975 Bee Street, Victoria, V8R 5E6 or

Email to: recreationjobs@oakbay.ca

Subject line in email should read: PRC2024-52 Youth Centre Team Leader

Please note that only short-listed applicants will be contacted after the closing date of the posting