



HIRING RECREATION PROGRAM LEADERS

Do you love working with kids, being creative, and creating fun experiences in your community?

The Municipality of Bluewater is looking for enthusiastic and reliable individuals to join our Recreation Program Team on seasonal contracts from November 2026 to June 2027. Recreation Program Leaders will help deliver a variety of programs and activities for children and youth throughout the year, including recreation programs, Bluewater Camps (PA Days, March Break), and other community recreation opportunities.

What You Will Do:

Under the direction of the Recreation Coordinator, you'll:

- Plan, organize, and lead engaging activities including games, sports, crafts, arts, and other recreation activities
- Lead and supervise programs for children and youth in a safe, positive, and inclusive environment
- Support the delivery of PA Day, March Break, seasonal, and other recreation programs
- Encourage participation, teamwork, creativity, and positive social interaction
- Set up and take down program spaces and equipment
- Maintain accurate program records and ensure participant safety
- Follow municipal policies, procedures and safety guidelines
- Foster a positive, inclusive environment for all participants

Work Schedule:

- November 2026 – June 2027 (seasonal contract position)
- Casual hours, including weekdays, evenings, PA Days, school breaks and occasional weekends
- Hours will vary depending on program schedules and operational needs

What You Bring:

- Previous experience working with children
- Strong interpersonal, communication, and public relations skills
- Certified in Standard First Aid & CPR
- Satisfactory Vulnerable Sector Background Check
- Ability to work effectively in a team and lead activities with enthusiasm

Compensation:

- \$ 18.78-\$23.48 hourly

Work Location:

- Various municipal parks and recreation facilities across Bluewater

Apply By: Submit your resume by **12:00 p.m. on Friday, October 16, 2026**

Submit Your Resume To:

Becky Wilson, Administrative Assistant | Email: pwfassistant@municipalityofbluewater.ca

Visit <http://www.municipalityofbluewater.ca/municipal-office/careers/> to view the Job Description.

Additional Information:

- This is an external job posting
- No Canadian experience is required to apply
- No AI or automated systems are used in screening applicants

The Municipality of Bluewater is an equal opportunity employer and committed to inclusive hiring practices and providing accommodation throughout the recruitment process. Please let us know your needs in advance.

Personal information is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act and will be used exclusively to determine eligibility for employment with the Municipality of Bluewater. By submitting your information, you consent to its collection, use, and disclosure for purposes related to recruitment, hiring, and employment. This information will be used solely for job selection.

We thank all applicants for their interest. Only those selected for an interview will be contacted.

MUNICIPALITY OF BLUEWATER

POSITION DESCRIPTION: Seasonal Recreation Program Leader

DEPARTMENT: Facilities

REPORTS TO: Community Recreation Coordinator and Day Camp Coordinator

POSITIONS SUPERVISED: NONE

PAY STATUS: Hourly

Position Summary

Under the direction of the Community Recreation Coordinator and Day Camp Coordinator, the Recreation Program Leader provides activities such as games, sports, songs and crafts and supervision to children registered in the Municipality of Bluewater's recreation programs and camps.

Major Responsibilities:

Child Supervision

Understands the basic principles of child development in order to support healthy development and relationships among its participants

Participates in daily signing in and out of program participants.

Interacts with parent/guardians reporting on daily successes and challenges.

Responsible for participant safety.

Intervenes and problem solves disputes between participants.

Role model's appropriate behavior always.

Engages in and leads all activities (sports, games, crafts, songs and outings) with participants throughout the day.

Understands and abides by all municipal policies and procedures.

Recreation Programming

Responsible for the overall day-to-day operation, and the safety and supervision, of the recreational programs/camps and its participants

Plans, organizes, and implements activities including games, crafts and songs, within budget.

Fosters an environment of teamwork and effective communication between employees and participants

Maintains accurate program records including attendance, incidents, logbooks, etc.

Ensures the program area remains clean and free of litter.

Leads other summer recreation programming as required.

Performs other duties as assigned.

More Details:

Dealing with participant disputes.

Maintain confidentiality of participant information on a regular basis (i.e., medical information).

Use creative problem solving regularly.

Arriving on time and properly dressed in uniform.

Qualifications:

Enrolled or completed Secondary education.

Previous experience working with children in recreation programs.

Satisfactory Vulnerable Sector Background Check.

Certified in First Aid and CPR.

High Five Principles of Healthy Child Development (PHCD), or willingness to obtain prior to employment.

Strong interpersonal, communication and public relations skills required.

Strong organizational and time management skills, with the ability to function well under pressure, required.

Ability to work effectively in a team.

Working Conditions:

Work is performed in municipal parks and recreation facilities with some risk of exposure to weather conditions.

Work regularly involves direct contact with the public, including children.

Exposure to disagreeable people and situations can be expected.

Work schedule may include evenings and weekends shifts.

Approvals:

Incumbent

Date

Manager

Date