



## **Parks and Recreation Department 2018 Summer Employment Opportunities for STUDENTS**

### **Summer Maintenance Workers (2 Positions)**

Summer Maintenance Workers will cut and trim grass in town parks using various hand and motorized tools and equipment, pick up and dispose of garbage and debris, drag and line sports fields, set up and take down programs or special events and complete other park duties as assigned. Experience with tools and heavy equipment an asset. An Ontario Class G driver's licence and steel toe boots are required for this position.

Employment Term: 18 weeks (May – August), 40 hours per week including days, weekends and evenings

### **Program Instructor and Event Leader (2 Positions)**

The Program Instructor and Event Leaders are responsible for implementing programs and activities for children, youth and adults at the Renfrew Recreation Centre, Ma-Te-Way Park and other locations. An interest in a wide range of areas including sports, arts and crafts, drama and the outdoors is beneficial. Previous experience leading groups or classes is required. Instructor certification, coaching certification and NLS certification is an asset. A Driver's licence and access to a vehicle are also considered assets.

Employment Term: 18 weeks (May – August), 30-40 hours per week including days, weekends and evenings

## **Day Camp Leader (2 Positions)**

Day Camp Leaders are responsible for implementing programs for children and youth at various locations in Renfrew. A keen interest in sports, arts and crafts, drama and the outdoors is beneficial. High energy, enthusiastic role models are best suited for this position. Students studying in recreation, education or a related discipline are encouraged to apply. High School Students are eligible for this position.

Employment Term: 8-12 weeks (June – August), 20-35 hours per week including days, weekends and evenings

## **Tourist Ambassador (2-3 Positions)**

Tourist Ambassadors will work throughout Renfrew offering visitors information about the area. Gardening and community beautification is part of this position. Knowledge of Renfrew and the surrounding area and previous customer service experience is required. Students studying tourism, marketing or a related discipline are encouraged to apply.

**Employment Term:** 8-16 weeks (May – August), 20-35 hours per week including days, weekends and evenings

### **Student Requirements:**

Students must be 16 years of age or older, in school full time and returning to full time studies in September. Successful applicants are required to have a current First Aid and CPR C certification and Criminal Record Check completed before their employment start date.

Submit a Resume to the attention of **Jo-anne Caldwell, Program Developer**, clearly stating the position you are applying for in one of the following ways:

In Person: Renfrew Recreation Centre 67 Argyle Street Renfrew, ON  
By Mail: 127 Raglan Street S. Renfrew, Ontario K7V 1P8  
By Fax: 613 432-5963  
By Email: [jcaldwell@renfrew.ca](mailto:jcaldwell@renfrew.ca)

**Application Deadline: Wednesday March 7, 2018 @ 1:00 p.m.**

*We thank all applicants for their interest - only those selected for an interview will be contacted.*

*The Town of Renfrew is an equal opportunity employer and all information collected will be used in accordance with the Municipal Freedom of Information and Protection of Privacy Act for the purpose of job selection.*

*The Town of Renfrew will attempt to provide reasonable accommodation for a known disability for an applicant or employee if requested.*