

THE TOWN OF ANTIGONISH

Town of Antigonish Department of Recreation and Special Events:

Summer Program Supervisor – Inclusion Support

Antigonish Town Recreation is dedicated to providing sport, recreation and leisure activities for the citizens of Antigonish. The department concentrates on maximizing the Town's existing assets as well as building on its proud heritage and culture. To achieve their vision and with the available resources, the department will provide programs, services, facilities, plus advice and assistance to individuals, community groups and organizations.

Applications are being accepted for the position **Summer Program Supervisor – Inclusion Support**. Reporting to the Director of Recreation and Special Events, this person will assist in Spring/Summer Program planning, registration, and general duties pertaining to the delivery of Spring/Summer Recreation camps and programs.

Interested candidates submit your resume along with an accompanying cover letter by 12 noon, Monday April 16th, 2018, to:

Tricia Cameron at tcameron@townofantigonish.ca

We thank all candidates for their interest however only those under consideration will be contacted.

THE TOWN OF
ANTIGONISH

Position: Summer Program Supervisor – Inclusion Support

Status: Seasonal Full-Time – May 7th – August 24th, 2018

Department: Recreation

Reports to: The Director of Recreation and Special Events

Location: The Town of Antigonish

Pay Scale: \$11.85/Hour

Date of Description: March 15th, 2018

General Summary

Reporting to the Recreation Director, this person will assist in Spring/Summer Program planning, registration, and general duties pertaining to the delivery of Spring/Summer Recreation camps and programs. The student must have experience/expertise in the field of Inclusion.

Reporting Relationships

The Director of Recreation and Special Events

Key Working Relationships

Internal: Summer Program Supervisor; Summer Camp Staff, Summer Program Staff

External: Parents, Summer camp participants, The Strait Regional School Board

Responsibilities/Accountabilities

- Providing one/one or one/two camper support to children with special needs;
- Communicating with participants' families;
- Developing program inclusion strategies to create a successful program experience for all inclusion participants;
- Act as resource to day camp staff team in terms of inclusive programming;
- Writing reports as required;
- Full and active participation in all day camp activities;
- Participation in staff meetings as required;
- Provide personal care as required;
- Various other duties as required.

Qualifications

Position Requirements:

- Working towards or have completed a degree/diploma in Recreation Therapy, Disability Studies, or related discipline. Must have experience with courses such as Adapted Physical Activities, Motor Activities with X, or other such equivalent courses offered in a secondary institution setting;
- Current Standard First Aid and CPR;
- Clear criminal record check with vulnerable sector screening;
- Clear Child Abuse Register Screening;
- Experience supporting children with special needs preferably in a recreational setting ;
- Positive, caring, enthusiastic, encouraging attitude;
- Must have own transportation;
- Mandatory participation in staff training programs;
- Excellent public relation and communication skills both oral and written.

Working Conditions and Physical Environment

The Summer Program Supervisor – Inclusion Support will be expected to work outside the Town Hall for the majority of July and August. They will be providing summer camps in facilities outside of Town owned facilities. The supervisor will also be expected to work some weekends and possibly some evenings ie. Canada Day.

Special Requirements

The Summer Program Supervisor – Inclusion Support must have their own transportation as they support the Town of Antigonish day camp sites which may vary from day to day.