



Town of Allan

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Employment Opportunities Coordinator & Play Leader Positions Available

These positions are Government funded initiatives and therefore the candidates must be between the ages of 15-30, returning to school and be prepared to offer feedback on their summer employment.

Requirements:

- Returning to school in the fall
- A valid driver's licence (Coordinator position only)
- First Aid CPR/AED Level C (Coordinator only, asset for Play Leader)
- Food Safe is an asset (Both candidates)

The successful candidates will be expected to carry out the following:

- Be energetic and a good role model for youth
- Plan and facilitate fun filled weeks for youth 5-14
- Manage a budget (Coordinator Only)
- Book appropriate entertainment/camps/programs, etc. (Coordinator Only)
- Work cooperatively as a team
- Communicate with the Recreation Director
- Communicate with parents (manage the Facebook page)
- Set up and clean up daily
- Prepare and serve the odd snacks

Coordinator Position Starts: June 16th - August 29th, 2025 at a rate of \$16.50/hr and 35 hours of work/week

Play Leader Position Starts: June 26th - August 29th, 2025 at a rate of \$15/hr and 35 hours of work/week

Application Deadline is May 1, 2025 @ 5p.m.