



Program Staff – Part-Time Torbay Common

The Town of Torbay is currently searching for motivated, energetic and enthusiastic individuals to join our team of Program Staff at the Torbay Common. In this role, you will work with participants of all ages in a fun and fast paced environment. Duties will include but is not limited to planning and implementing various recreational programs and special events, bringing new ideas and creativity to program and event planning discussions, strong communication skills, and responsible for the general safety, enjoyment, and participation of all participants.

Qualifications & Experience:

- Experience in recreation and sport environments, working with youth, adults, and seniors;
- Excellent communication skills with youth, adults, and seniors;
- Strong problem solving skills;
- Age 17 years and older;
- Must have an updated RNC Certificate of Conduct, including vulnerability check;
- Certified Standard First Aid/ CPR“C”/AED;
- • HIGH FIVE® Principles of Healthy Child Development Certification or willing to obtain;
- • Class 5 Driver License would be beneficial;
- • Must be available for day, evening, and weekend shifts as required;
- • Ability to lead sessions and develop lesson plans for various recreation activities.

**** These positions are part-time, and the hours of work will vary from week to week based on the operational requirements of the facility. ****

Application Process:

Interested applicants are required to submit a cover letter along with a copy of their resume no later than **4:00 PM on Wednesday August 16th, 2023** to the attention of:

Mark Whalen
Director Of Human Resources
mwhalen@torbay.ca