

Summer/Fall Program Leader, Relief

It's a BLAST Program, Lethbridge, Alberta

Exciting opportunities at The Lethbridge Community Out of School Association



CLOSING:

Until suitable candidate is found.

FORWARD RESUME TO:

Kim Waterfield
Human Resources Coordinator
It's a BLAST Program
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Phone:403-320-3988 ext. 4172

We would like thank all applicants for their interest with BLAST, only those selected for an interview will be contacted.

JOB TITLE: Program Leader.

STATUS: Relief - Periodic and/or unscheduled hours, as scheduling requires.

POSITION NO: (BLAST 02 – PL Relief)

EFFECTIVE DATE: As soon as possible.

SUMMER HOURS

- Monday-Friday 7:00am - 4:00pm.
- Monday-Friday 9:00am - 6:00pm.

FALL HOURS

- Morning Shifts Monday-Friday 7:00am-9:00am.
- Afternoon Shifts Monday-Thursday 2:45pm-6:00 pm & Fridays 11:15am -6:00 pm.

**Hours are subject to change based on school schedule.*

HOURLY RATE:

- Level 1 \$16.38 + \$2.14 top-up.
- Level 2 \$16.69 + \$4.05 top-up.
- Level 3 \$16.69 + \$6.62 top-up.

MAIN DUTIES: Program Leaders are responsible for ensuring that children are provided with an opportunity to flourish in a quality program school. Ensure that all day-to-day operations provide a fun and safe environment for children.

Responsibilities include:

- Planning, preparing and supervising activities for children age 5-12.
- Ensuring attendance and other records are completed accurately and on time.
- Develop positive and respectful interactions with children, parents, and staff.
- Communicate clearly and positively ensuring that programming needs are exceeded.

QUALIFICATIONS:

- Child Care Education Level 1, 2 or 3.
- First Aid Certification within the first 8 weeks of employment.
- Clear Criminal Record Check within 5 weeks of employment.
- Clear Intervention Check within 5 weeks of employment.