



## West Central Community Program Job Posting

**Job Title:** Part Time Program Facilitator  
**Wage:** Starting \$12.00/Hour  
**Hours:** 6-10 hours per week – Regular Program hours are 3:15 to 5:15 pm.  
**Start Date:** As soon as possible

### Responsibilities

The Program Facilitators' responsibilities include but are not limited to being a positive role model for children, developing meaningful relationships, planning, preparing, implementing programs for children 6-12 years of age, maintaining program records, overseeing and directing volunteers, providing a safe environment, and responding to incidents and sensitive issues.

### Qualifications

- Post secondary education in a related field is desired
- Experience working with children from 6-12 years of age
- Experience working in a cross-cultural context
- Knowledge of child development, Children's issues and recreation
- Positive and effective interpersonal and professional communication
- Ability to work independently and with a team
- Knowledge of conflict resolution and behavior management techniques
- Ability to think strategically and analytically
- Ability to physically play and demonstrate games to groups of children

### Special Requirements

- Must obtain and maintain Valid Emergency First Aid and CPR
- Subject to Criminal Record Check and Child Abuse Registry Check
- Must demonstrate patience, enthusiasm, initiative, flexibility and a willingness to meet new challenges

**\*\*\*Must be available to work Tuesdays 3:15pm-5:15pm\*\*\***

**If interested please submit you cover letter and resume to : [WCCP@shaw.ca](mailto:WCCP@shaw.ca)**