



# Goulds Recreation Association

P.O. Box 40

Goulds, NL

A1S1G3 Ph: 745-7575 Fax 745-2727

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## Job Opportunities Summer Counselors 2019

Goulds Recreation Association is now accepting resumes/applications for our summer positions. These positions could be in our sports programs (basketball, tennis and softball), day camp programs, Kids at Play program or with our Library/Youth programs. These positions may also be full-time or part-time. Successful candidates will be responsible for the safety and enjoyment of all participants in the Goulds Recreation Summer Program. The ideal candidate will possess a background in recreation, or equivalent, with experience in program planning and implementation. Candidates must have good organization and communication skills and have experience working with children and youth between the ages of 5-16. Candidates must be able to work well as part of a team and have lots of energy and enthusiasm. Candidates must be youth between the ages of 15-30. Attending high school or a post-secondary institution may be required based on funding/grants. Requirements will vary for each position. It is mandatory that all summer employees with Goulds Recreation complete the High Five Principles of Healthy Child Development, as well as have up-to-date Standard First Aid with CPR level C and AED training before the start of our summer season. **Availability of all positions is pending funding and on the number of returning counselors from the previous summer.**

Interested persons must fill out an application form, which can be picked up at the Goulds Rec Centre or found on-line at [gouldsrecreation.com](http://gouldsrecreation.com). Along with their application, they must also attach a current resume. Applications and resumes must be submitted to Goulds Recreation by **5:30pm, Friday, April 12<sup>th</sup>, 2019 for Head Counselor positions** and **Monday, April 29<sup>th</sup> for all other summer positions**.

Applications and resumes can be dropped off to the Rec Centre during regular office hours (Monday - Friday, 9am-5pm); mailed to Goulds Recreation Association, P.O. Box 40, Goulds, NL, A1S 1G3; faxed to 745-2727 or emailed to [gouldsrecreation@gmail.com](mailto:gouldsrecreation@gmail.com).

Please put all applications and resumes to the attention of Nicole Chafe - Recreation Coordinator.

We would like to thank everyone in advance for applying, however, only those selected for an interview will be contacted.



## 2019 SUMMER EMPLOYMENT APPLICATION

### PERSONAL INFORMATION

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Middle Initial \_\_\_\_\_

Address \_\_\_\_\_

City/Town \_\_\_\_\_ Postal Code \_\_\_\_\_

Telephone (home) \_\_\_\_\_ (cell) \_\_\_\_\_ Email \_\_\_\_\_

Date of Birth \_\_\_\_\_  
(year) (month) (day)

In order to be an employee of Goulds Recreation Association, you need a social insurance number. Do you currently have a social insurance number?

☐ Yes ☐ No ☐ In the process of getting one

*\*\*No one will be hired without a social insurance number\*\**

### POSITION(S) APPLIED FOR (all positions may not be available; check all you are interested in)

- ☐ Day Camp Head Counselor ☐ Softball Head Counselor ☐ Youth Volunteer Leadership Counselor  
☐ Kids at Play Counselor ☐ Sports Counselor: \_\_\_\_\_ Tennis  
☐ Day Camp Counselor \_\_\_\_\_ Softball  
\_\_\_\_\_ Basketball

### CERTIFICATIONS

1. Have you ever been employed with Goulds Recreation? ☐ Yes ☐ No
2. Have you ever volunteered with Goulds Recreation? ☐ Yes (what program? \_\_\_\_\_) ☐ No
3. Do you have **Standard** First Aid? ☐ Yes (expiry date: \_\_\_\_\_) ☐ No
4. Do you have CPR **LEVEL C**? ☐ Yes (expiry date: \_\_\_\_\_) ☐ No
5. Do you have **AED** certification? ☐ Yes (expiry date: \_\_\_\_\_) ☐ No
6. Do you have High Five Principles of Healthy Child Development completed? ☐ Yes ☐ No
7. Do you have High Five Sport completed? ☐ Yes ☐ No
8. Please list any other certification you may have that could benefit you working with Goulds Recreation:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### EDUCATION

If currently enrolled in High School, what grade level will you complete this year? \_\_\_\_\_

Educational Institute	Program of Study	# of years at institute	Anticipated completion date

**WORK EXPERIENCE (attach letters of reference from previous employers if available)**

Previous Employer	Date Employed	Position/Responsibilities

**EXPERIENCE/TRAINING**

Indicate any experience working/volunteering or education/training in the following areas:

☐ Children aged 5-12 years

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☐ Youth ages 13-16 years

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☐ Working with persons with a disability or special needs

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☐ Knowledge of Child Development

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☐ Behavior management

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☐ Supervising/evaluating staff, leadership

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☐ Planning and coordinating children's programs

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☐ Other relevant experience/training

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**REFERENCES** (Employment related or volunteer work related references are preferred. Do NOT list relatives, friends or current Goulds Recreation Board Members as references).

I hereby authorize Goulds Recreation Association to contact the persons or organizations listed on this application and/or my resume for the purpose of obtaining reference information, including contents of my personnel file. The following individuals are authorized to disclose such information.

Name of Reference	How do you know this reference?	Contact Information for Reference (home #, work # and email)

For employment reference, may we approach:      Your present employer?      ☐ Yes      ☐ No  
Your former employers?      ☐ Yes      ☐ No

**CHECK LIST (check each item to ensure it is enclosed with application)**

☐ Current resume

Attach a photocopy of the following if completed and current:

- ☐ 2019 RNC Certificate of Conduct with Vulnerable Sector Check or dated receipt of application
- ☐ Standard First Aid Certificate
- ☐ CPR (level C) and AED Certificate
- ☐ High Five Certification (Principles of Healthy Child Development and/or High Five Sport)
- ☐ Any other certification

**DECLARATION (to be signed by the applicant – read carefully before signing)**

I acknowledge that employment and continuing employment are conditional upon observance of the rules, regulations and instructions governing employment by Goulds Recreation Association as in effect at the time of employment, or established at any subsequent time.

I am available for the period of employment indicated in the job description of the positions for which I have applied.

I understand that many positions require physical agility and constant mobility.

It is understood and agreed that the information given on this application is true to the best of my knowledge, and any misrepresentation made by me may be sufficient cause for immediate dismissal.

I understand that only those with their Application AND Resume handed in before the closing date will be considered for an interview and only those granted interviews will be contacted.

**Applicant's Signature:** \_\_\_\_\_ **Date (yyyy-mm-dd):** \_\_\_\_\_

**Please send/deliver completed application and resume to one of the following methods (Deadline date is 5:30pm, Friday, April 12<sup>th</sup>, 2019 for Head Counselor Positions and 5:30pm, Monday April 29<sup>th</sup>, 2019 for Counselor positions):**

***PUT ALL APPLICATIONS/RESUMES TO THE ATTENTION OF NICOLE CHAFE***

- Goulds Recreation, P.O box 40, Goulds, NL, A1S 1G3
- Drop it off to Goulds Rec Centre
- Email to: gouldsrecreation@gmail.com
- Fax to 745-2727