



EMPLOYMENT OPPORTUNITY

Youth Leisure Leader

The Youth Leisure Leader is a temporary seasonal position providing weekly after-school programs at the Elgin Community Hall with possible PA Day, Winter Break and March Break programming.

POSITION SUMMARY:

To coordinate the after-school program weekly on Wednesdays from 2:30 p.m. – 6 p.m. from mid-September 2026, to on or around June 30, 2027. An additional flexible two hours weekly will be required for preparation.

- Develop, implement, and coordinate a youth appropriate programming
- Foster an atmosphere that promotes a healthy lifestyle, self-esteem and teamwork through fun, safe, and challenging activities, while being a positive role model
- Meet the children at South Crosby Public School and walk back with them to the Elgin Hall
- Set-up/take down/clean-up before/after each session
- Collect registrations for the program and manage wait lists
- Liaise with parents and South Crosby Public School regarding any changes to the program
- Attend and participate in staff training as required.
- Other duties as assigned.

EDUCATION/EXPERIENCE/SKILLS TRAINING:

- Experience with child and youth programming is an asset
- Demonstrated leadership with the ability to problem solve and find resolutions to issues/conflict
- Excellent oral, written, facilitation and interpersonal communication skills
- Interpersonal skills to interact with a wide variety of individuals and groups
- Ability to obtain a clear criminal record check (Vulnerable Sector)

The hourly wage rate is \$20.10/hour (2026 Grid, Band 1A, Step 5). The position is for up to 6 hours a week, with the possibility of additional hours (PA Days, March Break, Winter Break etc.)

Applicants interested in the position should send their resume with a cover letter **no later than**

August 14, 2026, at 4:00p.m to:

Shellee Fournier, CAO
1439 County Road 8,
Delta, Ontario K0E 1G0
sfournier@rideaulakes.ca

We thank all applicants for their interest; however, only candidates to be interviewed will be contacted. Personal information collected will be used in accordance with the Municipal Freedom of Information and Protection of Privacy Act for the purpose of candidate selection. Rideau Lakes is an equal opportunity employer, committed to ensuring all candidates can participate in the interview process fully and equally. If contacted for employment, please let us know if you require any accommodation to ensure you can participate fully and equally during the recruitment and selection process. No AI is used in the recruitment process.