



Student Positions Applicant Information and Instructions

Students interested in applying for positions must review the applicant information and follow the instructions provided below.

Eligibility Requirements:

- Must be a full-time student (secondary school, college, or university) during the current academic year and returning full-time the next semester.
- Legally able to work within Canada.
- At least 16 years of age as of April 1 of the employment year.
- Apply online only through our website, leamington.ca/careers
- Apply for **each desired position** before the deadline (late applications will not be considered).

Note: New and returning students must apply online to be eligible.

Application Requirements:

- Proof of enrolment for the current school year (issued by the registrar or school office) is mandatory and must be attached to your application. Class schedules or payment receipts will not be accepted and may result in disqualification.
- Availability for evening and weekend shifts is required.

Upon Hire:

- A satisfactory police clearance (dated within 30 days of hire) is required.
- A satisfactory driver's abstract (driving record) may be required.
- If applicable, students must supply CSA-approved (Green Patch) safety footwear.
- Appropriate work clothing must meet departmental standards.
- Personal Protective Equipment (PPE) provided by the Corporation must be used as required.
- Mandatory online health and safety training must be completed before starting work.

Please continue to the next page for Job Posting.



Career Opportunity – Internal/External Posting

Day Camp Counsellor Community and Development Services

Position Summary:

Reporting to the Supervisor of Recreation and Fitness Programs, the Day Camp Counsellor is responsible for implementing and supervising a safe recreational experience for children of various ages.

Key Responsibilities:

- Plan, implement, and supervise various recreation experiences for children ages 4 to 7 and 8 to 12.
- Implement program lesson plans and daily schedules.
- Attending all staff training (40 hours) prior to the start of camp and weekly staff meetings.
- Responsible for cooperative games, leisure experiences, crafts, sports activities, and day trips.
- Ensure safety on the site while carrying out planned activities.
- Comply with the Occupational Health and Safety Act, applicable regulations, and the Municipality of Leamington's Health and Safety Program.
- Other duties as assigned.

Qualifications, Knowledge, and Skills:

- Must be a full-time student enrolled in a secondary or post-secondary school and returning to secondary or post-secondary school after the end of the summer employment term.
- University/College/High School level with interest in working in recreation or childcare-related field (i.e. Human Kinetics, E.C.E., or Recreation).
- Experience in delivering and/or working with programs for children.
- Previous Day Camp experience an asset.
- Strong communication skills.
- Perceptive in working with children.
- Experience implementing youth recreation programs.
- Creativity in program planning.
- Preference is given to candidates with HIGH FIVE certification and experience working with children or education/courses in childhood development.
- The ability to proficiently swim and skate is considered an asset.
- Standard First Aid/CPR/AED Level "C" is considered an asset.
- Must obtain a satisfactory police clearance upon hire.

Hours of Work and Working Conditions:

15 to 40 hours per week (Monday-Friday). Hours of work will vary each week.

Employee Group:

Student, Non-Union.

Wage Rate:

\$18.93 per hour (2025 Rates).

Closing Date:

Applications must be received by 11:59 PM, Sunday, February 9, 2025.

How to Apply:

Interested candidates must apply online through our website: leamington.ca/careers

We thank all applicants; however, only those selected for an interview will be contacted. Selected applicants will be subject to an interview process and skills testing to determine eligibility.

We are pleased to accommodate any individual needs under the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act. If you require accommodation throughout the hiring process, please contact Human Resources at 519-326-5761 ext. 1112 to make your needs known in advance.

Personal information on this form is collected under the authority of the Municipal Act, 2001, R.S.O. c45 and will be used to determine eligibility for employment. Questions about the collection of this information can be directed to the Manager of Legislative Services/Clerk, Municipality of Leamington, 111 Erie Street North, Leamington, Ontario, N8H 2Z9, Telephone: 519-326-5761