

CHILD AND YOUTH WORKER

1. Nature and Scope of Work

This is front-line recreation work performed in support of programs for children and/or youth. An incumbent assists in planning, implementing and evaluating special events, programs, camps and outdoor activities; provides leadership and instruction for various programs and activities; and assists in leading volunteers. An incumbent works under general supervision, exercising some independent judgement within the framework of established policies and procedures. An incumbent is expected to exercise tact and diplomacy in public contact, while difficult and unusual situations are referred to a superior who reviews work of effectiveness and compliance with policies and procedures.

2. Illustrative Examples of Work

Provides instruction, leadership and support for a variety of social and recreational programs, special events, camps and playground activities, including out-trips; assists in leadership of volunteers and junior level staff; assists in developing, planning and evaluating programs; prepares outlines, materials and instructions for same.

Promotes interest and encourages participation in program activities; responds to enquiries and refers issues as necessary.

Monitors facility and equipment for safety, security and maintenance requirements; enforces rules and regulations, and responds to incidents as required.

Performs related work as required.

3. Required Knowledge, Abilities and Skills

Working knowledge of the social, cultural and recreational needs and interests of children 0-12 years of age and/or youth.

Working knowledge of the fundamentals of program leadership and instruction for children and/or youth.

Working knowledge of the rules, regulations, procedures and policies governing the work, and of modern office methods and procedures.

Ability to participate in planning and implementing programs and activities and to provide leadership and instruction on same.

Ability to deal effectively with a variety of internal and external contacts.

Ability to establish and maintain effective relationships with program participants.

Ability to assist in leadership of volunteers.

Skill in the operation of equipment used in the work.

4. Desirable Training and Experience

Completion of Grade 12 supplemented by courses related to the work, plus related experience; or an equivalent combination of training and experience.

5. Required Licenses, Certificates and Registrations

Driver's License for the Province of British Columbia.

Standard First Aid and CPR – Level C.

Food Safe Certificate.

2016 July 13, 10:44 a.m.