



Making a difference...together

# Employment Opportunity

## Child One-on-One Support Assistant (up to 4 positions)

### Parks & Environmental Services – Panorama Recreation

<b>Competition Number:</b>	23/210
<b>Employment Type:</b>	Auxiliary – Term position Sept 5, 2023 to June 2024
<b>Hours of Work:</b>	Up to 36 hours bi-weekly – Monday to Friday 2:30-5:30pm
<b>Rate of Pay:</b>	\$18.96 per hour, plus 14% in lieu of benefits (2023 rate)
<b>Review of applications begins:</b>	4:00pm on August 31, 2023

### Job Summary

An important member of Panorama Recreation's Community Recreation team, the Child One-on-One Support Assistant will be directly responsible for facilitating the inclusion of school age children requiring additional support in After School Care and Camp programs. The Child One-on-One Support Assistant may be required to work in a variety of class settings based on participant needs. The successful applicant will have a positive impact on the families whose children are in attendance.

### Qualifications

- Excellent communication and organizational skills customer service and public relations skills required.
- Experience integrating and supporting children in camp or school settings.
- Experience working with children in a similar/related capacity.
- Leadership abilities including role model behaviors as well as demonstrating sound judgment while creating a positive, enthusiastic & fun environment.
- Current certification in Emergency First Aid with CPR-C (at a minimum).
- Excellent customer service, communication (both verbal and written), organizational, interpersonal, and public relations skills and experience are required.
- An acceptable criminal record check will be required to work in this position.

...Continue to the following page for additional information about this job.

### Applications

To apply for this exciting opportunity, please visit [www.crd.bc.ca](http://www.crd.bc.ca) and submit your application on our [careers page](#).

*We welcome all qualified applicants to apply and may consider a combination of experience, education and/or training where possible.*

### What is the CRD?

The Capital Regional District (CRD) is the regional government for 13 municipalities and three electoral areas on southern Vancouver Island and the surrounding Gulf Islands, serving more than 432,000 people.

Our administrative boundaries span the Traditional Territories of many First Nations, all of whom have a long standing relationship with the land and waters from time immemorial that continues to this day.

We value the diversity of the people we hire and serve. In our commitment to bring differing perspectives to our workplace, and to deliver the best possible service to our customers, we encourage and welcome applications from all people with diverse backgrounds, abilities, and lived experiences.



## Typical Duties and Responsibilities

People working in this role can expect to be responsible for performing the following duties. This list is not meant to be comprehensive and other related duties similar in scope and complexity may be performed.

- Facilitate and support participation, adapting activities, as needed, to ensure a positive participant experience. Ability to be imaginative and flexible, creating a fun, engaging and supportive environment.
- Encourage independence and assist in development of self-confidence.
- Liaise with other staff and guardians, and maintain on-going communication with guardians and program supervisors.
- Ability to work independently as part of a team.
- Acts as a liaison between the general public and CRD, providing good customer service and clear communication with parents and caregivers.
- Follows all policies, procedures, and standards of the CRD.
- Performs other related duties as required.

## Knowledge, Skills and Abilities

To be successful at the CRD, candidates should have a shared understanding of our [Cultural Traits](#) and [Statement of Reconciliation](#) with Indigenous peoples.