



The SEP workers are to support the ***Katzie Kids Summer Activity Program***. By supporting planned summer related activities, helping the Youth Centre team, working with kids who might need a little extra help, ensuring that the gym, equipment is cleaned daily, and duties as assigned. This position reports directly to the Youth Centre workers.

This is an 8-week (approximately) paid position from July 4th, 2023 – August 25th, 2023. Expected hours of work are Monday to Friday, from 8:30 am to 4:30PM.

Key responsibilities include:

- **Program Delivery**
 - ✓ With guidance from the Katzie Youth Team to help support and deliver summer related group activities.
 - ✓ Creates and maintains a positive atmosphere to build self-esteem and confidence in children.
 - ✓ Helps maintain a neat, orderly, and clean environment, including daily clean up from activities and mealtimes.
 - ✓ Attends staff meetings, planning sessions, and training events as required.
 - ✓ Helps in any additional tasks that arise, as directed by the Katzie Youth team or Katzie HSS staff.
 - ✓ Ensures that the youth centre and gym are always clean and tidy, leading the set-up and tear-down of the program at the beginning and end of the program session.
- **Participant Engagement & Behaviour Education**
 - ✓ Ensures that the physical, emotional, social, safety, well-being, first aid, and nutritional needs of children are met.
 - ✓ Builds relationships with children, parents, staff, volunteers, and community members.

Job-Specific Competencies and Skills

- **Must be 16 years of age to apply and have SIN number & returning to high school in the fall.**
- Interest with children and youth in a social, recreational program setting, as well as managing behaviours. Previous experience working in this area is an asset.
- Proven ability for working independently as well as within a team.
- Excellent oral, written, facilitation and interpersonal communication skills.
- Experience in previous summer programs, would be beneficial.
- Valid Standard First Aid (16 hr. course) and Food safe level 1 required, however successful candidates without certification will be provided training opportunities.
- Adhere to employee code of conduct.
- Satisfactory Criminal Record Check (vulnerable sector)

Application Deadline: June 9th, 2023

Salary: \$16.75 per hour

How to apply:

Please apply by emailing your cover letter and resume to Katzie First Nation Human Resources at careers@katzie.ca and reference **Job Number: 202321** in the subject line.