

King is Hiring
Outdoor Program Facilitator
(Contract; May - September 2023)

King Township is an idyllic countryside community of communities, proud of its rural, cultural, and agricultural heritage. We are respected for treasuring nature, encouraging a responsible economy, and celebrating our vibrant quality of life. As an organization, we are focused on providing superior customer service, quality programs and services, progressive leadership, responsible management, and staff that is empowered to achieve personal and organizational excellence in the delivery of municipal services.

Reporting to the Supervisor of Environmental Outreach & Sustainability is responsible for the following:

- Implement and facilitate Cold Creek nature education and recreation programs, including Challenge Course facilitation for school groups and community groups.
- Assist in the set-up, tear down and clean-up of all program equipment and supplies.
- Assist in the distribution of promotional materials.
- Ensure health and safety/departmental policies and procedures as applicable to Cold Creek's programs are followed.
- Deal with incidents, problems and emergencies as outlined by departmental policies and procedures.
- Responds to general inquiries from parents/guardians, participants, staff and the public in a courteous and timely manner and brings other matters to the Supervisor.
- Staff will follow and practice the HIGH FIVE – Principles of Healthy Child Development (Participation, Play, Mastery, Friends, and Caring Adult).
- Performs other related duties as required.

The successful applicant will possess:

- Strong leadership skills.
- Previous challenge course or climbing experience is an asset
- Excellent communication, organization, and problem solving skills, with excellent decision making capabilities.
- Valid Standard First Aid & CPR-C, WHMIS, and High Five Principles of Healthy Child Development (PHCD) required. HIGH FIVE Quest 2 (an asset).
- Strong organizational skills (both oral and written) with the ability to communicate with all levels of staff, stakeholders and the general public.
- A team player with excellent interpersonal skills and the ability to coordinate with other departmental staff.
- Ability to analyze problems, identify alternatives and make recommendations in order to implement procedures and policies.
- Ability to maintain strict confidentiality and unquestionable integrity.
- Required to submit a vulnerable sector screening.

Hourly Rate: \$16.50/Hour

This position is subject to providing proof of full vaccination against COVID-19 in alignment with the Township Policy ADM-POL-163, COVID-19 Vaccination. Successful candidates will be required to be fully vaccinated with a Health Canada or the World Health Organization approved COVID-19 vaccine series with the final dose at least 14 days prior to your start date. To maintain ongoing fully vaccinated status, the successful candidate must also receive each dose/booster that may be required or recommended by Public Health. The Township will consider cases requiring accommodation as stipulated by relevant employment standards legislation or regulation and/or the Ontario Human Rights Code.

Qualified candidates are requested to forward their resume by **March 31, 2023 by 4:30 p.m.** to:

Human Resources
2585 King Road
King City, Ontario
L7B 1A1
E-Mail: hr@king.ca

Please visit www.king.ca for full job description.

We thank all applicants and advise that only those selected for an interview will be notified.

Personal information (PI) is collected under the authority of the Municipal Act, 2001, S.O. 2001, c.25 and will be used to facilitate the hiring and recruitment process. Personal information (PI) will be protected in accordance with Municipal Freedom of Information and Protection of Privacy Act (MFIPPA). Questions about the collection of personal information (PI) should be directed to the Human Resources Department, 2585 King Road, King City, L7B 1A1 or (905) 833-5321

We are an Equal Opportunity Employer. In accordance with the [Accessibility for Ontarians with Disabilities Act, 2005](#) and the Ontario Human Rights Code, the Township of King will provide accommodations throughout the recruitment, selection and/or assessment process to applicants with disabilities. If selected to participate in the recruitment, selection and/or assessment process, please inform Township Human Resources staff of the nature of any accommodation(s) that you may require in respect of any materials or processes used to ensure your equal participation.