



The Welcome Centre of Central Okanagan Public Schools' is looking for an

## **Activity Program Director for Summer ELL Camp**

Duration: July 5 to 8, 2022 and July 11 to 14, 2022

Pay rate: \$26.75/hr

Working hours: 11:00 am to 3:30 pm

### **ELL Camp description:**

ELL Summer camp is specifically designed for students aged 12-14 who are English Language learners and their families. During the morning classes, students will enhance their reading, writing, speaking and comprehension skills. Afternoons are designed to support and integrate ELL learners and their families into our community. During the early afternoons, students and their families will be visiting different Kelowna sites and participate in organized activities and games.

### **Job description:**

The Activity Program Director is responsible to develop schedule and coordinate the delivery of comprehensive range of youth activities, programs and services with a primary focus on enhancing the health, well-being and development of cultural understanding and awareness. The day-to-day responsibility will include planning, scheduling, supervising and overseeing all events that involve newcomers and their families attending the Summer ELL Camp.

### **The successful candidate will have:**

- knowledge in instruction and leadership techniques;
- experience leading/supervising youth (11 – 18 years old) in various activities while providing a fun & safe environment;
- ability to respond to issues, needs and concerns of youth;
- ability to demonstrate ethics and professional boundaries in working with youth;
- ability to work independently and as part of a team in a diverse community setting;
- excellent customer service and communication and interpersonal skills.

### **Qualifications:**

- Grade 12 supplemented by post-secondary courses related to the work (i.e. Child & Youth Care, Recreation, etc.);
- related professional and/or volunteer experience;
- or an equivalent combination of training and afore-mentioned experience;
- knowledge of MS Office Suite and Excel for reporting purposes.

Applications can be emailed to [human.resources@sd23.bc.ca](mailto:human.resources@sd23.bc.ca) . Please indicate "Activity Program Director ELL Summer Camp" in the subject line. Include a letter of application, complete with a comprehensive resume and copies of supporting documentation plus the names of 3 (three) professional references no later than 4:00 p.m. on June 17, 2022.