



EMPLOYMENT OPPORTUNITY

RECREATION WORKER

(PART-TIME, TERM)

The Whitecap Dakota First Nation is accepting applications for an experienced individual to support the Recreation Program. This is a part-time, term position to March 31, 2019 and mostly involves evening work.

Reporting to the Recreation Coordinator, the Employee will assist to facilitate and supervise the recreational and/or sporting activities for the Community members. These responsibilities include but are not limited to the following:

- Account for the number of daily participants for all programs;
- Assist to operate and coordinate activities at the School Gymnasium, including:
 - Ensure School Gymnasium is open as per schedule;
 - Ensure facilities are kept safe, clean and neat;
 - Ensure equipment is properly maintained and in good working order;
 - Ensure inventory of equipment is done and security is maintained on facilities;
 - Ensure activities in facilities are orderly and professional.
- Adhere to all related policies and procedures of the Whitecap Dakota First Nation; and
- Any other related duties that maybe assigned.

SKILLS AND QUALIFICATIONS:

- Experience working with children, youth, adults and elders;
- CPR, First Aid certificates are an asset or must have willingness to become trained;
- Must have a valid Saskatchewan driver's license;
- A Class 4 driver's license is an asset or be willing to obtain;
- Possess good communication skills, be energetic, and able to work independently;
- Be reliable and available on short notice; and
- Have a working telephone number and/or quick access to email.

Successful candidates shall be subject to a Criminal Record Check (CPIC) with Vulnerable Sector Search (VSS) as a condition of employment.

SALARY: \$15.74/hour. A three-part benefits package is provided.

APPLICATION PROCESS:

- If you are interested, drop off your resume (including references), in a sealed envelope, along with current CPIC/VSS at the Whitecap Government Band Office, Attention: Human Resources.
- Or apply vial email to: employment@whitecapdakota.com
You will receive an automatic reply acknowledging receipt of your application.

APPLICATION DEADLINE DATE: Thursday, November 22, 2018 at 4:30 PM