

## The Municipality of West Perth Seasonal Employment Opportunity

**Job Title:** Program Leader (Part-Time)

**Salary:** \$20.69/hr (based on years of service)

The Municipality of West Perth is currently accepting applications for the position of Part-Time Program Leader for Summer 2026. Reporting to the Child and Youth Program Lead and Recreation Coordinator, the Program Leader leads in the planning and implementation of a variety of different recreation programs offered to children and youth. This includes initiating activities, instructing, assisting and supervising participants, and providing a safe and welcoming environment at the West Perth Summer Camp.

### Responsibilities

- Ensures accurate account of all participants under supervision.
- Ensures all participants feel safe and welcome.
- Conducts self in a professional and appropriate manner.
- Plans, organizes and leads activities for program participants.
- Monitors participation and provides feedback to ensure a positive experience.
- Ensures equipment and supplies meet health and safety standards, are operational and stored properly when not in use.
- Takes action to deal with incidents, problems and emergencies as outlined during training.
- Works cooperatively with fellow recreation personnel to ensure necessary workflow and coverage.
- Understands and adheres to all policies and procedures.
- Other duties as assigned by the Child and Youth Program Lead and Recreation Coordinator.

### Qualifications

- Current Standard First Aid, CPR C and AED training
- Certification in High Five Principles of Healthy Child Development certification is an asset
- Current Criminal Record check will be required as a condition of employment
- Experience planning, organizing, and leading or assisting with child and youth programs

### Join the Team!

Interested qualified applicants are encouraged to email a cover letter and resume indicating the job title in the subject line to Human Resources at [hr@westperth.com](mailto:hr@westperth.com)

**Deadline to Apply: 4:30pm Tuesday, April 21, 2026**

We thank all applicants who apply, however, only those considered for an interview will be contacted. It is the policy of the Municipality that all persons considered for employment are required to provide the Municipality with a criminal record check by the police force responsible for the jurisdiction of their residence. The Municipality of West Perth is an equal opportunity employer. In accordance with the Accessibility for Ontarians with Disabilities Act, 2005 and the Ontario Human Rights Code, West Perth will provide accommodations to all applicants with disabilities throughout the recruitment, selection and/or assessment process. Personal information contained in applications will be used for recruitment purposes and collected as per the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, Chapter M.56.