



## **JOB POSTING - BUFFALO LAKE METIS SETTLEMENT**

### **Program Facilitator**

#### **Métis Settlements Life Skills Journey Summer Day Camp**

#### **6 summer positions available**

**Employment:** May 28 - August 3, 2018

**Position Summary:** Working with a team of facilitators in a friendly environment, the ideal Life Skills Journey program facilitator is adaptable, flexible, dependable, cooperative, and social. You are the primary service provider of the Life Skills Journey program to children aged 7-14 at a Metis Settlement. Consider this position if you are looking for a role where your mentorship has a direct impact on a child's life.

**Research Project Overview:** The Life Skills Journey program (<http://www.metislifeskills.com/>) is a day camp for children aged 7-10 and 11-14. It was developed in partnership with the University of Alberta. It focuses on substance abuse and violence prevention, teaching children about self esteem, communication, and appreciation for their community. Children will develop strategies to stand up to bullies, say no to peer pressure, and deal with grief in a healthy way. Our team provides 4 weeks of paid training to give you the tools to work effectively in this role.

#### **Major Activities:**

- Spend your summer months working alongside facilitators and staff from your community
- Participate in facilitator training, including Standard First Aid and mindfulness
- Organize, lead, and promote knowledge of Life Skills Journey program concepts through arts, crafts, sports, and games; activities will occur both indoors and outdoors
- Enforce rules and regulations of recreational facilities and program equipment to maintain discipline and ensure safety.
- Administer first aid according to prescribed procedures, and notify emergency medical personnel when necessary.
- Greet new arrivals to activities, introducing them to other participants, explaining facility rules, and encouraging participation.
- Consult with the Program Assistant to discuss and resolve participant issues.
- Contribute to the evaluation of Life Skills Journey program concepts to determine if they are producing desired results.
- Perform physical activities that require considerable use of your arms and legs and moving your whole body
- Provide assistance, medical attention, and emotional support to others such as co-workers and camp participants.
- Employment is generally full-time at 25-35 hours per week



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### **Requirements:**

- High school diploma/high school equivalency is an asset
- Valid class 5 driver's license and access to a personal vehicle is an asset
- Strong command of the English language
- Active listening and social perceptiveness
- Clarity in instructing and speaking to children and youth
- Sound judgment and decision making
- Creativity and critical thinking, using logic to identify solutions, conclusions, and approaches to dynamic situations
- Communication skills - Providing information to supervisors and co-workers by telephone, in written form, e-mail, or in person
- Knowledge of the importance of meeting quality standards for services and evaluation of participant satisfaction
- Knowledge of individual differences in ability, personality, and interests, as well as differences in learning and motivation
- Ability to work within a structured day.
- Ability to work with confidential information in a professional and sensitive manner
- Ability to work both independently, leading activities with children, and as a team member, showing reliability and a willingness to ask for help when needed
- Ability to be physically active throughout the day
- Water safety/lifeguard certifications are an asset

### **To Apply:**

Please send your resume and cover letter to: [recreation@blmetis.ca](mailto:recreation@blmetis.ca) and [metislsj@ualberta.ca](mailto:metislsj@ualberta.ca)

Applications are due: May 14th at 3:00 PM, 2018

Interviews will be scheduled for: May 16th, 2018