

2025 SUMMER STUDENT POSITIONS

The Township of West Lincoln is accepting applications for the following temporary positions on our Parks & Recreation Teams!

HEAD CAMP LEADER

Applications are being accepted for the above noted position which work up to 40 hours/week, Monday to Friday, commencing approximately June 16th, 2025. The Head Camp Leader will manage camp operations, including coordinating outings, overseeing registration, and maintaining documentation. You'll handle budgeting for supplies, lead staff training, and ensure safety protocols are followed. Additionally, you'll supervise staff, communicate with parents, and ensure a positive camp experience for all.

This position requires the following:

- Three years of camp experience required;
- Current Standard First Aid & CPR Level C certificate;
- Unrestricted and valid Ontario Driver's License (minimum G2);
- High Five Principles of Healthy Child Development Certificate
- Vulnerable Sector Police Clearance Certificate – Prior to commencing employment
- Strong interpersonal, organizational and leadership skills
- Post-secondary education in Recreation, Leisure Studies, ECE, or equivalent considered an asset

CAMP LEADER

Applications are being accepted for the above noted position which work up to 40 hours/week, Monday to Friday, commencing approximately June 16th, 2025.

Duties include camp program delivery and participant supervision. Previous summer camp experience required. This position may also assist with other Township community events throughout the year.

This position requires the following:

- Previous experience volunteering or working with school aged children;
- Current Standard First Aid & CPR Level C certificate;
- High Five Principles of Healthy Child Development Certificate
- Vulnerable Sector Police Clearance Certificate – Prior to commencing employment

SUMMER STUDENT - PARKS LABOURER

Applications are being accepted for the above noted position which work up to 40 hours/week, Monday to Friday, commencing approximately April 28, 2025 to August 29, 2025.

Duties include general landscaping and sports field maintenance. Experience with park equipment, lawn-cutting and outdoor maintenance & repair, as well as landscaping skills are all considered an asset.

This position requires the following:

- Availability to work shift work (afternoons) and weekends;
- Unrestricted and valid Ontario Driver's License (minimum G2);
- Returning to school for full time studies may be a requirement;
- Current Standard First Aid/CPR Level C certificate considered an asset (include copy with resume).
- Basic Police Clearance Certificate – Prior to commencing employment

SEASONAL PARKS LABOURER

Applications are being accepted for the above noted position which work up to 40 hours/week, start date approximately April 7, 2025 to October 31, 2025.

Duties include general landscaping and sports field maintenance. Experience with park equipment, lawn-cutting and outdoor maintenance & repair, as well as landscaping skills are all considered an asset.

This position requires the following:

- Availability to work shift work (afternoons) and weekends; from April to October
- Unrestricted and valid Ontario Driver's License for the class of the vehicle operating
- Current Standard First Aid/CPR Level C certificate (include copy with resume)
- Basic Police Clearance Certificate – Prior to commencing employment

Detailed job descriptions can be found at <https://www.westlincoln.ca/en/township-office/jobs.aspx>

Please forward resume and cover letter by Sunday March 16, 2025 to recruitment@westlincoln.ca. Please specify which position(s) you are applying for.

We thank all those applicants who apply and advise that acknowledgement will only be forwarded to those applicants who are invited for an interview. Personal information collected will be used in accordance with the Municipal Freedom of Information and Protection of Privacy Act for the purpose of candidate selection.

In accordance with the Accessibility for Ontarians with Disabilities Act, if you require this document or any additional documents in an alternative format, please contact our office at 905-957-3346. Please know that should you require any special accommodations in order to apply for a position or interview for a position with the Township of West Lincoln, we will endeavor to make such accommodations.