



PARKS & RECREATION DEPARTMENT  
2010 SEASONAL EMPLOYMENT OPPORTUNITIES

**APPLICATIONS BEING ACCEPTED UNTIL – APRIL 16TH 2010 4:30PM**

- **Summer Intern:** Oversees daily operations of summer programs including tennis, pool and day camp. The summer intern will supervise summer staff, assist with special events and support the operations of the Parks and Recreation Department. (35 hrs/wk)
- **Pool Instructors/Lifeguards:** Teaching various levels of swimming to program participants including pre-school aged children. Pool employees are also required to perform life guarding duties during public, adult and senior swimming. (40 hrs/wk)
- **(1) Pool Director:** The Pool Director will oversee daily operations of the pool including program registration, record keeping, lessons, public swims etc. The Pool Director is also responsible for the supervision of pool staff. (40 hrs/wk)
- **Assistant Pool Director:** The Assistant Pool Director will assist the Director with daily operations of the pool. (40 hrs/wk)
- **(1) Tennis Instructor:** Instruct, participate in, and oversee the day to day operation of the Tennis Courts including lessons as required by the Parks and Recreation Department. (40 hrs/wk)
- **Parks Employee:** This position includes field maintenance and green areas management. Involves physical outdoor labor. Work weekdays, evenings and weekends. (40 hrs/wk)
- **Day Camp Leaders:** Work with children between the ages of 3-12 years old, organizing activities, supervising field trips and daily swimming. Experience with children an asset. Chosen applicants will be responsible for implementing innovative day-to-day activities, such as adventure games, sports, and crafts that include the use of community resources. (40 hrs/wk)

## **HOW TO APPLY:**

1. Email a resume in word document format or pdf. format to [recreation@kentville.ca](mailto:recreation@kentville.ca) by April 16th at 4:30pm.
2. Cover letters are not required, but if submitted will only be accepted and reviewed if they are part of the same document as your resume.
3. A separate email with the appropriate subject line is required for each application submitted. If you apply for multiple positions you must submit multiple applications.
4. Subject lines of application emails must read as follows:

<b>JOB APPLIED FOR:</b>	<b>SUBJECT LINE TO READ:</b>
Parks Employee	“Job Application Parks”
Summer Intern	“Job Application Intern”
Tennis Instructor	“Job Application Tennis”
Pool Director	“Job Application Director”
Assistant Pool Director	“Job Application Assistant”
Pool Instructor/Lifeguard	“Job Application Pool”
Day Camp Leader	“ Job Application Camp Leader”

Please be sure to only put the required remarks outlined above in the subject line of your email. The Parks and Recreation Department thanks you in advance for your interest in summer employment with the Town of Kentville. Only those applicants selected for the interview process will be contacted. For clarification on the application process or for more information please contact Lindsay Young by email @ [recreation@kentville.ca](mailto:recreation@kentville.ca) or by phone @ 679-2539.