



Community Centre Communautaire

Birthday Party Leader - Children & Youth

Part Time: Up to 16 hours per week. **Rate:** \$16.50 per hour

Place Maillardville Community Centre is looking for a Birthday Party Leader to plan and deliver weekend birthday parties for children 1-15 of years of age. You must be knowledgeable of a variety of games and activities and be able to lead and engage a group of 12 + children during the party. Experience face painting and making balloon animals will be an asset. You must be available both weekend days: Saturdays between from 12:30 to 8:30 pm, and on Sundays from between 10:15 am and 6:15 pm. This position also requires light cleaning and maintenance. **You must include a cover letter describing how your experience has prepared you for this position.**

Qualifications:

- Experience and training, organizing, planning and leading children & youth programs.
- Must be an excellent team player, with a positive attitude every day.
- Knowledge of common sports, and games and the ability to lead these activities.
- Must be able to make programs fun and engaging, and be a mentor to participants.
- Must be able to communicate in an effective, professional and friendly manner with kids, parents, administration, supervisors and co-workers.
- Must be able to maintain program discipline and ensure a safe and secure environment for a group of 12 + participants.

Licenses:

Current first aid certificate. Must complete a criminal record check. High Five Training would be an asset.

We are accepting applications until May 26, 2017. We thank all who apply. Only those most qualified will be contacted for an interview.

Please forward your resume and cover letter to:
Youth Coordinator - Place Maillardville Community Centre
1200 Cartier Ave., Coquitlam BC V3K 2C3
Email: youth@placemaillardville.ca
Fax: 604.933.6168