



**Recreation Attendant – Summer Position 2023**  
**Township of McNab/Braeside Parks & Recreation Department**

**Job Summary:**

Do you love to work in the outdoors? Do you enjoy working with children? Can you keep up with the energy required to work community events from start to finish? If so, do we have the job for you! The Parks and Recreation Attendant position provides an opportunity for a student to contribute to the community while building a skill set within industries relating to hospitality, maintenance, recreation, and horticulture. The ideal candidate is reliable, motivated and takes pride in their performance.

Start Date	Monday June 12, 2023
End Date	Friday September 1, 2023
Hours	35 hours per week
Rate of Pay	minimum wage
Location	Municipal Recreation Facilities throughout the Township of McNab/Braeside

**Duties:**

- Gardening and groundskeeping
- Assist with Recreation Events and programs
- Support Program staff with 2 weeks of summer camp
- Oversee watercraft rentals at Burnstown Beach
- Maintain accurate records of daily activity
- Keep work area and supplies clean and organized
- Routine cleaning as required
- Cleaning and stocking washroom facilities
- Other duties as assigned

**Skills/ Abilities/ Work Demands:**

- Ability to communicate effectively orally and in written form in a professional manner
- Capacity to prioritize tasks
- Works well within a large team, yet requires minimal supervision
- Strong problem-solving and critical thinking skills with an ability to develop effective solutions
- Ability to lift and adjust equipment up to 20 lbs. and climb ladders
- Demonstrate aptitude to operate light duty vehicles and small tools and equipment
- Capability to preform duties outdoors in inclement weather
- Flexibility to work evenings and weekends
- Moderate computer skills (email, search web browser)
- This role may require working at more than one property each day. Personal transportation may be needed to accommodate morning drop off and end of day pick-up at the job site.

**Job Requirements:**

- Valid class “G” license and satisfactory driving record
- Safety Boots that are in good condition
- Previous experience in customer service and/or maintenance is considered an asset

- Knowledge of provincial regulations, including the Occupational Health & Safety Act, and related on-site training (Confined Space Entry, Working at Heights, Propane Handling, WHIMIS) is considered an asset

Please submit your resume in confidence, clearly marked quoting “Recreation Attendant”, no later than May 31, 2023, at 1:00 p.m. to:

Andrea Lamontagne

Email: [andrea@mcnabbraeside.com](mailto:andrea@mcnabbraeside.com)

Drop off or mail: Township of McNab/Braeside, 2473 Russett Drive, Arnprior, ON K7S 3G8

We thank all applicants, however, only those considered for an interview will be contacted.

Personal information and any supporting material will be administered in accordance with the Municipal Freedom of Information and Protection of Privacy Act.