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The City of Surrey is a place of innovative transformation and accelerated growth—where the future is limitless and possibilities are endless. If you are excited about helping to build the city of tomorrow—and you share our values of integrity, service, teamwork, innovation and community—join us, today.

Community Services Assistant 2 – Senior Leader

The City of Surrey's Parks, Recreation and Culture Department is accepting applications for an auxiliary Community Services Assistant 2 – Senior Leader to work at the Surrey Museum and Historic Stewart Farm. This role will appeal to those who appreciate an entry level programming position in museum and historic site work and enjoy interacting with visitors. As this is an auxiliary position, shifts are varied.

As a Senior Leader you will assist in the organization, preparation, delivery and evaluation of heritage programs and services at the Surrey Museum and Historic Stewart Farm, including school curriculum-based programs, afterschool outreach programs, interpretive tours, hospitality, and programs delivered at senior centres. You will coordinate and prepare activities in a variety of heritage program delivery situations and locations, as well as provide guidance to heritage volunteers.

Typical duties may include program setup such as the collecting, organizing, preparation, and cleanup of program equipment and supplies; preparation of craft or activity templates and samples; delivery and instruction of program content and activities; instruction of basic craft activities, compiling evaluations and participant feedback; and assisting to train volunteers in program delivery. Strong organizational, interpersonal and communication skills are required, as well as group management skills and an ability to relate well with seniors and children. Problem solving, flexibility and the ability to work independently are inherent to the position.

The candidate must have completed Grade 12 supplemented by 1 year of relevant experience working with children, in community service work or an equivalent acceptable combination of training and experience. Knowledge of cultural programs, their purpose and objectives is beneficial.

Candidates must have a current Emergency First Aid. Completion of a police information check and a Class 5 driver's license is required.

If you have what it takes to make a positive contribution to the City of Surrey, please apply on-line at www.surreycareers.ca

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To apply online, go to our website.
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