



Position Title:	Kin Centre Program Attendant	Competition No:	2023-10
Department:	Culture, Recreation and Green Transportation	Close Date:	Until filled

Position Details:

Position Duration: Tentatively May 2023 to October 2023

Remuneration: Up to \$15.84 per hour

Hours of Work: Up to 40 hours per week

Employment Type: Casual

About Us:

Located 20 minutes from Winnipeg, Selkirk is a vibrant small city with a hometown feel. Our close-knit community loves to celebrate, learn and explore in the company of good neighbours. All through the year, there are many opportunities to enjoy local talent, learn about our past and seek out new interests.

The Opportunity:

The City of Selkirk is currently in search of **Kin Centre Program Attendant** to join our team. Under the direction of the Program Coordinator, the incumbents will aid in the planning, preparation and delivery of the Equipment Lending Program at the Kin Centre provided by the Culture, Recreation and Green Transportation Department.

Job Duties:

- Implement and enforce all rules, regulations and policies of the City of Selkirk governing the Kin Centre, Sport Court, and the Recreation Equipment Library.
- Complete equipment agreement forms, tracking documents and related administrative tasks.
- Ensure that the Kin Centre and Sport Court, Recreation equipment and supplies used for the Recreation Library are maintained in good condition and properly stored.
- Engage with community and encourage positive, healthy outdoor recreation activities.
- Advise Program Coordinator of damaged and/or missing recreation equipment.
- Sanitize/clean high touch areas in the Kin Centre.
- Perform other related duties as assigned by the Program Coordinator.

Qualifications and Minimum Requirements:

Minimum Requirements shall include:

- Clear current Child Abuse Registry
- Clear current Criminal Reference Check
- Good communication skills
- Demonstrated competency in safe work practices, knowledge and understanding of occupational hazards, safety precautions, regulations and procedures that are applicable to the area of work.
- The ability to work indoors and outdoors in a variety of temperatures and weather conditions.
- Ability to work weekend and evening shifts.
- Must be physically able to perform all the laboring aspects or other duties associated with the position.

Apply:

Visit our website <https://www.myselkirk.ca/> to apply online via our [Career Connector](#) website. Applicants will need to create a profile and submit an application for consideration.

Comments:

This is a casual position excluded from the Collective Agreement and is open to all applicants. This position will involve evening and weekend shifts. Applications will be accepted until filled.

The City of Selkirk is an equal opportunity employer, committed to providing an inclusive work environment. Applicants who require accommodation during the hiring process are encouraged to contact the [City's Human Resources Division](#).

Thank you to all who apply, however, only those candidates selected for an interview will be contacted.

NOTE: Employees will be required to adhere to the City's Vaccination Policy.