



## **Recreation Co-op (4 month)**

The Town of Bradford West Gwillimbury is looking for a highly motivated, detail and team oriented student to work in the Recreation Services division of the Community Services Department for a 4 month co-op (April to August).

Reporting to the Recreation Supervisor, this position will assist with the research and development of the Youth Friendly Award designation application that the municipality is seeking as it expands the output of recreation services for youth in the community. The role will conduct and collect data/research associated with youth activities/services in the community as part of the overall collection to contribute to the application for Youth Friendly status with Parks and Recreation Ontario and assist in the creation and development of presentation and final report materials for submission. The role will also provide support to the Recreation division as needed.

Candidates must be enrolled in a post-secondary Recreation and Leisure Services program or equivalent. Candidates must have strong computer literacy skills and the ability to easily navigate Microsoft Office. The successful candidate will be able to communicate effectively, professionally and courteously with all levels of staff, external contacts, youth, recreation groups and the general public. Candidates must be able to promote a culture of inclusiveness and work with a diverse population of employees, participants, agencies and the public. The successful candidate will be required to complete a Police Information Check upon hire and provide proof confirming receipt of the full series of a Covid-19 vaccine as a condition of hire in accordance with the Town's mandatory vaccination policy.

The hourly rate for this position is \$19.03.

We invite interested applicants to forward their cover letter and resume in confidence, quoting file **2022-RC01** by January 21, 2022 to:

Town of Bradford West Gwillimbury, Human Resources Department,  
125 Simcoe Road, PO Box 160, Bradford ON, L3Z 2A8  
Fax: 905 775-8633 or email [hr@townofbwg.com](mailto:hr@townofbwg.com)

***We thank all applicants for their interest. However, only those being considered for an interview will be contacted. In accordance with the Municipal Freedom of Information and Protection of Privacy Act, personal information is collected under the authority of the Municipal Act, and will only be used for candidate selection.***

***The Town of Bradford West Gwillimbury is committed to equity in employment. As an equal opportunity employer, we are committed to establishing a qualified workforce that is reflective of the diverse population we serve. We encourage applications from Indigenous peoples, racialized people, persons with disabilities, and those who identify as LGBTQ2S+.***

***The Town of Bradford West Gwillimbury is committed to providing accommodations based on any human rights protected grounds and in accordance with the AODA, throughout the recruitment and selection process. If you require accommodation, please notify us when contacted for an interview and we will work with you to meet your needs.***