



EMPLOYMENT OPPORTUNITY

Position: Summer Coordinator

Division: Cowichan Community Centre

Type: Temporary Summer Position

Application Deadline: February 20, 2026 by 4:30 pm

Applications: Qualified applicants are invited to apply online at careers-cvrd.icims.com

Competition Number: 26008-E

The Cowichan Valley Regional District (CVRD) is now accepting applications from prospective candidates to work as a Summer Coordinator at the Cowichan Community Centre for summer 2026. This is a great opportunity for those seeking to gain experience in the recreation and childcare field. Our summer positions provide the opportunity for you to learn and be mentored by experienced staff, gain valuable coaching feedback/support throughout your employment and gain valuable training courses that can be utilized in future careers.

General Information

Working under the supervision of the Recreation Programmer II, the Summer Coordinator coordinates and supports summer programming including at the recreation centre and at off-site venues. These comprehensive programs are for children and youth ages 4 – 18. There is an educational component to daily activities plus encouragement to become more active and promoting healthier lifestyles.

Qualifications

- Preferred candidates are enrolled in post secondary education in a related field.
- A Basic First Aid with CPR C certificate and a valid Class 5 BC drivers' license are required.
- A valid Class 4 BC driver's license, Lifeguarding certification and waterfront certification would be assets.
- Theoretical and/or practical experience developing, promoting and leading recreation programs and program staff, and experience leading and supervising children and youth ages 4-12 is required.
- Knowledge of programming for summer camps is also required. Knowledge of public relations in a small community would be an asset.
- The successful candidate is enthusiastic, energetic and enjoys working with children and youth.
- The successful candidate also possesses effective organization and coordinating skills and the ability to:
 - Establish and maintain effective working relationships with other staff, managers, and the general public.
 - Effectively supervise and support subordinate staff.
 - Establish and maintain a professional, respectful, fun relationship with children and youth while maintaining a position of authority.
 - Communicate effectively both verbally and in writing when communicating with co-workers, children and youth, parents and supervisors including listening and following and giving direction.
 - Work independently as well as a member of a team.
- Preference will be given to candidates aged 15-30 years as per the Canada Summer Jobs Program through Service Canada, however candidates outside of this age range will be considered.

Hours of Work: This position is available for a period of 11 weeks commencing June 15, 2026 and continuing until September 4, 2026, subject to enrolment and funding. Hours of work are 35 hours per week, Monday to Friday. There may be opportunities to retain casual employment throughout the year if you have a desire to further your work experience in the recreation field.

Salary: This temporary position is unionized (CUPE Local 358), and is compensated at \$31.58 per hour, which is \$27.58 per hour plus 6% pay in lieu of benefits, 6% pay in lieu of vacation and 2.5% pay in lieu of statutory holidays (2025 wage rates).

To Apply: Please submit a resume and cover letter at the link above by 4:30 pm on the date indicated. Please include a driver's abstract with your application.

Date posted: December 11, 2025