



PALS Instructor

Department: Brock Recreation

Pay Rate: \$14.50/hour

Manager: Megan Locker, mlocker@brocku.ca

Contract Dates:

Mandatory Trainings on Weekends in April TBD

Full time weekdays: May 4 to June 25, 2020

Job Description

Brock's Positive Active Living for Students (PALS) Program offers on-campus day-long class trips where elementary students get a chance to participate in different physical activity sports/activities that they traditionally would not get the chance to at their schools. You are encouraged to learn more about what we do at brocku.ca/kids.

Job Duties and Responsibilities

- Introduce, greet, and communicate with participants, teachers, and parents as they arrive each day.
- Conduct and document safety inspections on equipment and areas of instruction daily.
- Take responsibility for the safety and supervision of all participants including delivering safe programs, administering first aid and the completion of all documentation in the event of an incident/accident.
- Follow the activity schedule and create written lesson plans specific to the age, activity, class size, and facilities available to you, including a back-up rain plan.
- Maintain a creative approach to designing and implementing a variety of lesson plans that are specific to each class.
- Ensure that preparation is completed for events, programs, lesson plans, and evaluation.
- Deal with minor discipline problems and class control.
- Supervise locker rooms, arrival, swim time, lunch, and departure of participants.
- Attend and participate in all scheduled instructor training and meetings.
- Plan equipment requests in advance and submit to the Equipment Room as required.
- Assist with pre- and post-preparations/clean-up each day.
- Other duties as assigned by supervisor.

Qualifications

- Preferably be a full-time undergraduate who is returning to Brock in Fall 2019.
- Be a graduate student that is eligible to work 35-40 hours/week. By agreement with the Provincial Government, full-time graduate students are offered TAs with a maximum average of 10 hours per week for the duration of a given term. Full-time graduate students who wish to seek additional employment appointments for on-campus work (including TA or RA hours) that result in more than an average of 10 hours per week must first seek and obtain the approval of their Supervisor, the Graduate Program Director, and the Dean of Graduate Studies.
- Have experience working with children in a recreational camp setting or structured environment.
- Have their current certification in First Aid and CPR.



- Have experience preparing lessons for a variety of ages, including progressions in skill development.
- Be enthusiastic and enjoy working with children.
- Have prior experience working independently and with team.
- Demonstrate excellent leadership qualities.

Expectations of Student Staff

We are looking for confident, enthusiastic, and professional ambassadors to Brock University and post-secondary life. We do not require candidates to be experts in all topics, but rather we look for candidates with a contagious passion for learning and having fun with kids. We can train you in the specifics if you have the desire to learn! You will also be required to read, research, watch videos, and/or practice, to learn content independently.

- Provide quality instruction and program to participants each day/week.
- Plan and conduct safe activities at all times.
- Be prepared to take part in swim sessions with the children.
- Maintain current First Aid/CPR through entire program.
- Represent children's programs and Brock University in a professional manner. Camp Staff - PALS (May/June, approx. 8:30 am- 3 pm)
- Police clearance required prior to program start if hired.

Our Commitment

Brock University is actively committed to diversity and the principles of Employment Equity and invites applications from all qualified candidates. Women, Indigenous peoples, members of visible minorities, and people with disabilities are encouraged to apply. We will accommodate the needs of the applicants and the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act (AODA) throughout all stages of the selection process, as outlined in the Employee Accommodation Policy. https://brocku.ca/webfm_send/39939

Please advise Karen McAllister-Kenny, kmcallis@brocku.ca to ensure your accessibility needs are accommodated through this process. Information received relating to accommodation measures will be addressed confidentially.