



Cooking Instructor (RECREATION INSTRUCTOR 1)

[THIS IS A UNION POSITION]

INTERNAL/EXTERNAL OPPORTUNITY

\$16.93 per hour (plus 14% in lieu of benefits)

7 hours per week plus 2 hours prep time per course

This is an auxiliary position requiring the incumbent to work Tuesday and Wednesday November 1 – December 14, 2016 in the Community Services area of Parks & Recreation.

This position requires you to plan and facilitate cooking classes in a kitchen setting for children/youth 6 - 12 years of age.

The incumbent will:

- Ensure the fun and safety of all participants through site and risk management
- Be responsible for lesson planning, first aid, and program implementation
- Compile a cooking manual with healthy recipes
- Consistently instruct engaging, interactive classes
- Communicate and work cooperatively with participants, parents, co-workers and supervisors
- Have strong leadership skills
- Have a strong knowledge of cooking techniques and kitchen safety
- Be responsible for purchasing foodstuffs and supplies needed for each class
- Set-up and clean-up the teaching space before and after each class
- Provide excellent customer service and public relations

The preferred candidate will have:

- Experience planning and leading children's programs and activities
- Current First Aid Certificate
- Criminal Record Check
- Foodsafe Certificate

The incumbent will teach the following cooking courses:

5 Star Cooking (8-12 yrs)

Create meals and desserts that look complicated & taste amazing but are actually easy to make! These classes will also include more advanced tips for the slightly experienced young chef.

Tues Nov 1 – Nov 15 6:00-7:30pm (3 classes)

Wed Nov 2 – Nov 16 6:00-7:30pm (3 classes)

Christmas Baking (7-12 yrs)

Get ready for the holiday season with some baking classes. Make cookies, care and sweets with a Christmas twist while learning to use measuring and baking tools.

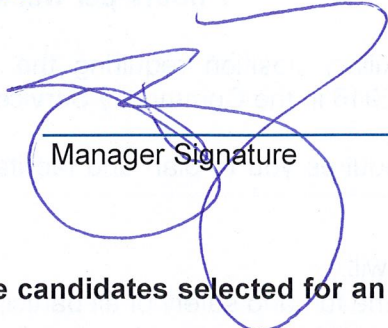
Tues Nov 29 – Dec 13 6:00-7:30pm (3 classes)

Wed Nov 30 – Dec 14 6:00-7:30pm (3 classes)

Visit our website www.esquimalt.ca to view the job description for this position as well as the Township's corporate values and strategic plan.

Please submit your resume and cover letter quoting **Competition No. 16 - 40 by 3:00pm Friday September 30, 2016** to:

Gillian Rowan, Recreation Programmer
527 Fraser St, Esquimalt, BC V9A 6H6
gillian.rowan@esquimalt.ca



Manager Signature

We thank all applicants for their interest, however, only those candidates selected for an interview will be contacted.

**ESQUIMALT
POSITION DESCRIPTION**

Position No. 3070
Effective Date: 15 March 1995

Position Title:	Recreation Instructor
Department/Division/Section:	Parks and Recreation/Recreation
POSITION FUNCTION Prepare and conduct educational activities patrons registered in recreation programs.	
KEY DUTIES Prepare lesson plans; set up classroom and assemble equipment; select appropriate books and tapes from the public library; purchase supplies; create and organize visual aids; prepare arts and crafts activities such as paints; recommend ideas for new programs. Greet patrons; conduct classes and activities; assist patrons in the various activities associated with the program; ensure a safe environment; liaise with Building Maintenance staff and other pertinent program staff; assist Coordinators in course/program evaluation process. Clean up room after course, leaving it in the state in which it was found. Perform related duties where qualified.	

INDEPENDENCE Work is generated by program registrations and performed according to established routine. Work is reviewed by supervisor. Issues such as purchase of equipment, ideas for new programs and schedule changes are referred to supervisor.

WORKING CONDITIONS

Physical Effort:

Lift and move heavy program supplies (occasional).

Mental Effort:

Deal with multiple requests for attention (continuous).

Visual/Auditory Effort:

Normal

Work Environment:

Recreation Centre, Sports Centre, classrooms

KEY SKILLS AND ABILITIES

Understand and apply education practices.

Communicate effectively verbally.

Deal with the public in a courteous and tactful manner.

QUALIFICATIONS

Formal Education, Training and Occupational Certification:

High school graduation.

Certificates relevant to course/program content.

First Aid Certificate.

Experience:

Up to 6 months of related experience or an equivalent combination of education and experience.

OTHER

Length of time to become familiar with job duties and responsibilities: varied, depending on qualifications.

May be requested to substitute in a more senior position.

