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**Anticipated Start Date:** Monday May 13, 2019

**Position End Date:** Friday August 30, 2019

**Terms of Employment:** Full Time (Seasonal)

**Wage:** \$14.20/hour

**Hours of Work:** Monday to Friday; approximately 8 hours/day; occasional weekends and evenings as required

**Positions Available:** 3

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**The successful applicant will be responsible for:**

- Development and delivery of innovative, high-quality programming for school-aged camps and special events in the areas of science, heritage, engineering, technology, and innovation
- Educating and supervising up to 20 school-aged children from 5-12 years old in Integrated Learning programs at The Exploration Place (Fort George Explorers After-School program, Fort George Explorers Summer Camp, and/or Science Alliance Summer Day Camps)
- Delivery of school programs and workshops to school-aged children
- Development and delivery of science demos as part of advertising and outreach to local elementary schools
- Assist with proper care and maintenance of the Explorers Urban Garden Project
- Assist with special events and fundraising events at The Exploration Place and off-site, including, but not limited to: Canada Day, Mackenzie Children's Festival, Billy Barker Kids Day, BMO Kidzart Dayz
- Understand and adhere to Northern Health's child care licensing policies and procedures

**All applicants are required to:**

- Demonstrate an aptitude for working with school-aged children
- Possess strong oral and written communication skills
- Be a self-motivated team player
- Must possess excellent time management and multi-tasking skills
- Ability to work closely with, and communicate respectfully with, the Integrated Learning team at large
- Be willing to submit to and pass a criminal record check
- Be familiar and comfortable with the Microsoft Office Suite of programs, accessing information via the Internet, and email
- Commit to the full duration of the position (May through August)

**The following will be considered an asset for this position:**

- Training related to child development, guidance and discipline, health and safety, and/or nutrition
- Completion of at least one year of post-secondary education in a Science, Heritage, Technological, Education, or Engineering field of study.
- Experience delivering educational programs and working with the public
- Ability to work in a fast-paced, customer-orientated facility, in cooperation with other staff and departments
- Valid First Aid and CPR certification
- Understanding of child care licensing policies and procedures
- A Class 4 driver's license with a clean driver's abstract

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***Due to grant and licensing requirements, all applicants must be between 19 and 30 years of age and currently enrolled in, and planning to return to, post-secondary education. Please indicate that you meet these requirements on your resume or cover letter.***

***APPLICATION CLOSING DATE: Sunday March 10, 2019***

***No phone calls please. Only successful applicants will be contacted.***

**Please email, fax, or drop off a resume, cover letter, and three references to:**

Attn: Robyn Reimer, Manager – Integrated Learning  
The Exploration Place  
PO Box 1779  
Prince George BC, V2L 4V7

WE ARE LOCATED AT: 333 Becott Place in Lheidli  
T'enneh Memorial Park  
FAX: 250-562-6395  
EMAIL: [robyn@theexplorationplace.com](mailto:robyn@theexplorationplace.com)