



**External Posting - Employment Opportunity**  
The Community Services Department is looking for a

**Casual Program Instructor**

The Casual Program Instructor provides support to, and helps deliver a variety of after-school, March Break and Summer Day Camp youth workshops and programs at the Minden Hills Cultural Centre for the Township under the supervision of the Cultural Centre Curator, Director of Community Services or designate(s).

This casual position is based on a maximum of a 24-hour work week, including variable shifts. Additional hours per week, to a maximum of 48 hours every 2 weeks, may be required for special projects.

**Qualifications:**

Experience in group management, in any environment, of up to 10 or more individuals, working with both children ages 4-12 and adults, is required. A minimum of two (2) year's experience teaching in a class room or cultural institution setting, including direct programming, is an asset.

Possession of a minimum of Grade 12 and valid standard First Aid & CPR/AED certification is required. A post-secondary education in Visual Arts or Education and the successful completion of a four semester (2 year) teacher education program are assets.

The successful individual will be engaging and versatile with an ability to work in a variety of mediums, as well as a basic knowledge of the arts and various art materials. Preference will be given to those with public speaking, presentation, planning/time management and organizational skills.

Prior to the final selection for this position, the applicant shall be required to provide, at their own expense, a background check from the Ontario Provincial Police or appropriate Police Force.

Qualified applicants are invited to submit a letter of application together with a detailed resume of education and experience by 12:00 noon **Thursday March 9, 2017** to:

Casual Program Instructor Employment Opportunity  
Township of Minden Hills  
7 Milne St, PO Box 359  
Minden, ON K0M 2K0

Attention: Mark Coleman, Director of Community Services

Detailed Position Descriptions can be obtained from [www.mindenhills.ca](http://www.mindenhills.ca) or by contacting the Deputy Clerk/Administrative Assistant at [sprentice@mindenhills.ca](mailto:sprentice@mindenhills.ca).

If you are contacted by the Township of Minden Hills regarding a job opportunity or testing, please advise if you require accommodation. Information received relating to accommodation needs of applicants will be addressed confidentially.

Persons with a disability preventing them from applying on-line should contact the undersigned to discuss alternative solutions.

*We thank all applicants for applying, but only those candidates selected for an interview will be contacted. Personal information and supporting material is used in accordance with the **Municipal Freedom of Information and Protection of Privacy Act.***