



## **The Township of West Lincoln is hiring a Recreation and Wellness Programmer (Temporary Contract Role)**

The Recreation & Wellness Programmer plays a key role in connecting residents to engaging and accessible recreation programs. Focusing on youth, older adults, individuals with special needs, and summer camp participants, this role develops programs that are fun and welcoming. Working closely with staff, volunteers, and community partners, the Programmer brings creativity and energy to every program, helping to make recreation opportunities meaningful and enjoyable for all.

### **What You'll Do:**

- Plan, coordinate, and deliver recreation and wellness programs for youth, older adults, and individuals with special needs
- Support program staff and volunteers to ensure programs are safe, inclusive, and engaging
- Coordinate and oversee summer camp programs, including staff scheduling, daily operations, and participant engagement
- Monitor program participation and outcomes, gather feedback, and recommend improvements to enhance programming
- Collaborate with internal teams and community partners to support program success and accessibility
- Assist with marketing and promotion to increase awareness and participation in programs
- Handle program administration, including registrations, basic financial tracking, and reporting
- Ensure compliance with Township policies, safety regulations, and relevant legislation

### **What We're Looking For:**

- Someone enthusiastic about helping people of all ages enjoy recreation and wellness programs
- Experience supporting or delivering programs for youth, older adults, or individuals with special needs
- Comfortable working with staff and volunteers to help programs run smoothly
- Strong communication and interpersonal skills to work with participants, colleagues, and community partners
- Organized, adaptable, and able to help with program planning, registrations, and basic reporting
- Committed to creating accessible, welcoming, and engaging recreation opportunities
- Familiarity with municipal recreation services and current program trends

### **Key Qualifications:**

- Post secondary diploma or degree in Recreation and Leisure, Physical Education, or a related field
- 2 years experience developing and delivering municipal recreational programs
- Experience coordinating or overseeing staff and/or volunteer activities
- Experience participating in or supporting a Summer Camp program
- Knowledge of current recreation program trends and best practices
- Working knowledge of Microsoft 365, web-based applications, and social media platforms
- Valid Level C First Aid and CPR Certification (or willing to obtain)
- High Five Certification (or willing to obtain)

The wage for this position ranges from \$32.72 - \$40.12 per hour (2026 rates). This is a full-time, temporary position, working 35 hours per week, offered as an initial 6-month contract with the possibility of extension.

Interested candidates with the required qualifications are welcome to submit their resume and letter of interest by **February 20, 2026** to:

**Human Resources**

Email: [recruitment@westlincoln.ca](mailto:recruitment@westlincoln.ca)

Please put 'Recreation and Wellness Programmer" in the subject line of the email

A detailed Job Description can be found on our website at:

<https://www.westlincoln.ca/en/township-office/jobs.aspx>

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

*The Township of West Lincoln is committed to an inclusive, barrier free environment. Accommodation will be provided in all steps of the hiring process. Please advise the Township of West Lincoln's Human Resources Department if you require any accommodation to ensure that you can participate fully and equally during the recruitment and selection process. We thank all applicants; however, only those considered for an interview will be contacted. Personal information is collected pursuant to the Municipal Freedom of Information and Protection of Privacy Act and will be used for the purpose of the candidate selection. Questions about this collection can be directed to the Human Resources Department.*