



Kawartha Settlers' Village

Education Program Leader

Job description:

SUMMER EMPLOYMENT OPPORTUNITY

Kawartha Settlers Village

Education Program Leader (35 hours/wk.)

\$14.00hr/12 weeks (Dependent on grants - grant restrictions apply)

The Education Program Leader position will use the Village teacher's manual and curriculum document based on the formal Grade Three Provincial curriculum; plan a pioneer education program for elementary school students for day visits.

Contact the Boards of Education and teachers to promote the program in local schools.

Liaison with teachers and parents.

Purchase necessary supplies within the budget.

Plan a summer day camp for the four-week program. Prepare daily plans; supervise assistants and youth volunteers and camp attendees.

Contact and schedule resource persons to put on demonstrations.

Develop lessons and provide animals, equipment as required.

Serve as team member to provide assistance, on a relief basis, to the Office Coordinator.

Tasks could include greeting visitors, conducting tours, answering telephone calls and preparations for events.

Pending grant approvals there will 1 position at Kawartha Settlers' Village. For more information, please visit our Facebook page: www.facebook.com/settlersvillage or www.settlersvillage.org

The successful candidates will have completed at least one year of post-secondary degree and will be going back to school in History, Cultural Studies, Museum Studies or Education, directly related experience will be an asset. The individuals should be able to work with the public, volunteers and be computer literate.

To be eligible, students must:

- be between 16 and 30 years of age at the start of the employment;
- have been registered as full-time students in the previous academic year and intend to return to school on a full-time basis in the next academic year;
- be willing to commit to the full duration of the work assignment;

We are an equal opportunity employer. We like to thank all who have applied for these positions but only those who have been selected for an interview will be contacted.

Those interested in applying for this position should forward a complete resume with cover letter to the address listed below no later than 4:30 pm Friday, April 6, 2018.

Or

Email: info@settlersvillage.org