



EMPLOYMENT OPPORTUNITY

Summer Daycamp Program Junior Leader

The Burnaby Neighbourhood House is a volunteer driven community based social service agency that provides a wide range of programs and services in response to identified community needs.

This position requires positive, energetic people who are a Burnaby high school student returning to high school or full-time university/college in September. Junior leaders are responsible for implementing Daycamp activities with the senior leaders. Under the direction of the senior leaders, the junior leaders will also be responsible for supervising 15 children and provide a safe and welcoming atmosphere for participants. Junior leaders will have the opportunity to work with all ages and different senior leaders throughout the summer.

These positions are funding through the Canada Summer Jobs grant, applicants must meet:

- be between 15 and 30 years of age **at the beginning** of the employment period* (**Note BNH requirement: Jr Program Leaders need to be between 15-18 years of age**)
- be a Canadian citizen, permanent resident, or person to whom refugee protection has been conferred under the *Immigration and Refugee Protection Act* for the duration of the employment** **and**
- have a valid Social Insurance Number at the start of employment and be legally entitled to work in Canada in accordance with relevant provincial or territorial legislation and regulations

***International students are not eligible participants.** As the objective of the CSJ program is to support youth entering the Canadian labour market, the temporary nature of an international student's time in Canada does not allow for a long-term connection to the labour market.

International students include anyone who is temporarily in Canada for studies and who is not a Canadian citizen, permanent resident, or person who has been granted refugee status in Canada. Youth awaiting a refugee status ruling, as well as those who hold a temporary visitor visa, youth visa or work visa are ineligible.

General Duties and Responsibilities:

- Promotes Neighbourhood House program integration philosophy by ensuring programs have the opportunities to interconnect and achieve client integration across program areas.

- to assist the supervisor in planning and implementing a summer program for ages 6-12
- to supervise participants on weekly out trips
- to assist the supervisor in planning theme days
- to work within budget limits
- to work with volunteers
- to talk with parents/caregivers on a regular basis
- to ensure participants are involved in a safe summer program
- to ask and receive feedback from Senior leaders
- to assist in the end of the summer day camp clean up

Qualifications:

1. Knowledge and awareness of issues surrounding diversity and multiculturalism
2. Completion of BNH Leadership 1 program preferred
3. High 5 - PHCD certificate preferred
4. Cleared criminal record check
5. Documented compliance with BC's Immunization and Tuberculous control program
6. A high level of functional spoken and written English skills sufficient to ensure successful communication with staff, children and parents
7. Past experience in a children's recreational or child care program
8. Enrolled in school for the past semester and planning to attend in the fall
9. Current 1st Aid and CPR certification.
10. Caring About Food Safety Certificate
(<https://media.openschool.bc.ca/assets/cafs/mainpage/home.html>)
11. Anaphylaxis in Child Care Setting Certificate (<http://www.allergyaware.ca/>)
12. Early Learning Framework Certificate (<https://mytrainingbc.ca/ELF/index.html#contents>)
13. 2nd language an asset

Hours of Work: These are seasonal contract positions from June 22nd-August 14th, 2026. Jr. Leaders work 35 hours per week, Monday to Friday. Applicants need to be available for the full term of their position between the hours of 8:30am-4:00pm.

Rate of Pay: \$18.25/hour plus 4% vacation pay

Direct Report: Jr. Leaders report directly to the Program Supervisor

Apply To:

Sara Shaw – Program Director

Saras@burnabynh.ca

Cover letters quoting the position you are applying for must accompany your resume.

Closing Date: May 22nd, 2026

We thank all who apply however, only those candidates to be interviewed will be contacted. **No phone calls please.**

The Burnaby Neighbourhood House is a Charitable Non-Profit Organization. We are A Volunteer Driven community-funded agency with a unique focus on Neighbours supporting Neighbours