

SPRING BREAK 2026 EMPLOYMENT OPPORTUNITIES

March 16-27, 2026

BENEFITS OF WORKING CAMPS

- Additional 14% in pay per hour in lieu of benefits.
- Staff facility pass that provides access to weightroom, pool, skating, and selected drop-in fitness classes.
- Invaluable work experience.
- A lively and inclusive work environment.
- Opportunities for advancement and growth within the organization.

APPLICATION PROCESS

1. Submit your completed application to Oak Bay Recreation Centre, 1975 Bee Street, Victoria, BC V8R 5E6 or email to recreationjobs@oakbay.ca Applications must be received by **4:30pm, Monday, February 2, 2026**.
2. Applicants will be considered for all positions for which they meet the qualifications. Should you wish to be considered only for specific roles, please indicate your preferences on the application form.
3. Shortlisted applicants will be contacted by e-mail if selected for an interview. Please ensure your email address is clearly printed on the application form and please add prchumanresources@oakbay.ca to your safe list for incoming emails.

Please note that only applicants who are shortlisted will be contacted. Applications submitted after the closing date will be reviewed once all on-time applications have been processed.

HIRING PROCESS

1. Shortlisted applicants will be contacted by email by Friday, February 6. Interviews will be conducted between February 10-12.
2. Only shortlisted applicants will be required to provide an original Police Information Check with Vulnerable Sector Screening dated within one year, to be presented to Human Resources by Friday, February 27. (Note: It is the applicant's financial responsibility to obtain this)
3. Training will be held between March 5-11. This is a mandatory paid session.
4. Short-listed applicants (including current staff) will be required to bring original certificates to the interview. Specific certifications required are listed with each position.

THINKING OF APPLYING FOR SUMMER CAMPS?

Spring Break Camps are a great opportunity to gain experience and develop your skills for the summer. If you are wanting to work Summer Camps, we highly encourage taking this opportunity to try it out!

Many summer positions require a Class 4 Driver's License to operate the bus for various out trips. If you are eligible and interested in driving the bus this summer, we encourage you to obtain your license as soon as possible.

The closer it gets to summer, the fewer road tests are available so book now! For further details please visit the ICBC website at www.icbc.com/driver-licensing/getting-licensed



TEAM LEADER (1 POSITION)

Responsible for programs and activities conducted by Instructors and Attendants in camps for children aged 3-14 years

LOCATION: Neighbourhood Learning Centre

TIMES: 7:45am-5:15pm (hours vary)

RATE: \$28.10-\$27.69 (\$24.65-\$24.29/hr + \$3.45-\$3.40/hr in lieu of benefits)

CERTIFICATIONS: A, B

DUTIES WILL INCLUDE:

- Program and lesson planning
- Scheduling and purchasing supplies
- Always ensuring the safety of participants
- Will be required to fill in for staff breaks, sickness, or as required

QUALIFICATIONS:

- Ability to work without direct supervision
- Leadership and organizations experience
- Program planning and supervisory experience
- Experience working with children ages 3-14 years
- Ability to work with the public in a diplomatic and tactful manner
- Must have a vehicle (mileage will be reimbursed at current municipal rate)

SKIDADDLE INSTRUCTOR (2 POSITIONS)

Location: Neighbourhood Learning Centre

Times: 8:15am-5:15pm (hours vary)

Rate: \$26.40-\$27.69 (\$23.16-\$24.29/hr + \$3.24-\$3.40/hr in lieu of benefits)

Certifications: A

Description: Organize, instruct, and supervise up to 30 children in camps.

THEME INSTRUCTOR (2 POSITIONS)

Location: Neighbourhood Learning Centre & Henderson Recreation Centre

Times: 8:15am-5:15pm (hours vary)

Rate: \$26.40-\$27.69 (\$23.16-\$24.29/hr + \$3.24-\$3.40/hr in lieu of benefits)

Certifications: A

Description: Organize, instruct, and supervise up to 20 children in camps.

FUN UNLIMITED INSTRUCTOR (1 POSITION)

Location: Neighbourhood Learning Centre & Oak Bay Recreation Centre

Times: 8:15am-1:45pm (hours vary)

Rate: \$26.40-\$27.69 (\$23.16-\$24.29/hr + \$3.24-\$3.40/hr in lieu of benefits)

Certifications: A, D

Description: Organize, instruct, and supervise children in a flexible camp with swimming lessons.

JUNIOR LIFEGUARD INSTRUCTOR (1 POSITION)

Location: Oak Bay Recreation Centre

Times: 8:45am-4:15pm (hours vary)

Rate: \$26.40-\$27.69 (\$23.16-\$24.29/hr + \$3.24-\$3.40/hr in lieu of benefits)

Certifications: C

Description: Organize, instruct, and supervise children in a lifeguarding themed camp.

CERTIFICATION REQUIREMENT LIST

(see position descriptions)

- Emergency or Standard First Aid with CPR-C
- Unrestricted Class 4 BC Drivers License and Drivers
- National Lifeguard with CPR-C
- Swim Instructor

NOTE: All positions are union—CUPE Local 374. Pay rates shown are 2024.

All camps will be held from March 16-27

INCLUSION INSTRUCTOR (VARIES)

Location: Varies

Times: 8:30am-5:00pm (hours vary)

Rate: \$26.40-\$27.69 (\$23.16-\$24.29/hr + \$3.24-\$3.40/hr in lieu of benefits)

Certifications: A

Description: Provide 1:1 and/or small group support for participants within camps.

SKIDADDLE ATTENDANT (VARIES)

Location: Neighbourhood Learning Centre

Times: 8:15am-5:15pm (hours vary)

Rate: \$21.55 (\$18.90/hr + \$2.65/hr in lieu of benefits)

Certifications: A

Description: Attendants lead scheduled games and activities, including out trips.

THEME ATTENDANT (2 POSITIONS)

Location: Neighbourhood Learning Centre & Henderson Recreation Centre

Times: 8:15am-4:45pm (hours vary)

Rate: \$21.55 (\$18.90/hr + \$2.65/hr in lieu of benefits)

Certifications: A

Description: Assist Instructors with the supervision of camps and implementing camp activities.

FUN UNLIMITED ATTENDANT (2 POSITIONS)

Location: Neighbourhood Learning Centre

Times: 8:30am-1:45pm (hours vary)

Rate: \$21.55 (\$18.90/hr + \$2.65/hr in lieu of benefits)

Certifications: A, D

Description: Assist Instructor with the supervision of camps, implementing camp activities, and swimming lessons.

JUNIOR LIFEGUARD ATTENDANT (1 POSITION)

Location: Oak Bay Recreation Centre

Times: 8:15am-5:15pm (hours vary)

Rate: \$21.55 (\$18.90/hr + \$2.65/hr in lieu of benefits)

Certifications: A

Description: Assist Instructor with the supervision of camps and implementing camp activities.

SPRING BREAK 2026

APPLICATION FOR EMPLOYMENT

Please print legibly and provide complete information to every question. Information provided will remain confidential.

Last Name	First Name			
Phone	Email			
Street Address	City	Postal Code		
<input type="checkbox"/> I am under the age of 16		Are you legally authorized to work in Canada	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are you past or present employee of Oak Bay Parks, Recreation and Culture?		<input type="checkbox"/> Yes	<input type="checkbox"/> No	

EDUCATION

In Progress Completed

University/College

High School

EXPERIENCE

Age Group Experience

<input type="checkbox"/> Preschool	<input type="checkbox"/> School Age
<input type="checkbox"/> Swimming Instruction	
<input type="checkbox"/> Arts	
<input type="checkbox"/> Sports	
<input type="checkbox"/> Support/Inclusion Work	
<input type="checkbox"/> Other	

CERTIFICATIONS

Please bring original documents to the interview

- Emergency or Standard First Aid with CPR-C
- Class 4 BC Drivers License (Bus License)
- National Lifeguard Award with CPR-C
- Swim Instructor

Other:

I WOULD LIKE TO BE CONSIDERED FOR:

Check all that apply:

- All positions for which I am qualified for
- Team Leader
- Skidaddle Instructor
- Theme Instructor
- Fun Unlimited Instructor
- Junior Lifeguard Instructor
- Inclusion Instructor
- Skidaddle Attendant
- Theme Attendant
- Fun Unlimited Attendant
- Junior Lifeguard Attendant

AVAILABILITY

Notes:

- March 16-20, 2026
- March 23-27, 2026

HOW TO APPLY

Submit your completed application form and/or resume to:

Oak Bay Recreation Centre (1975 Bee Street, Victoria, BC, V8R 5E6)

OR Email: recreationjobs@oakbay.ca

**Applications must be submitted by
4:30pm, Monday, February 2, 2026**

Applications submitted after the closing date will be reviewed once all on-time applications have been processed

LAST OR PRESENT EMPLOYMENT

Name of Business	Dates Employed (from/to)
Type of Business	Your Job Title
Job Duties & Responsibilities	
Reason for Leaving (if applicable)	

PREVIOUS EMPLOYMENT

Name of Business	Dates Employed (from/to)
Type of Business	Your Job Title
Job Duties & Responsibilities	
Reason for Leaving (if applicable)	

REFERENCES (OPTIONAL)

References should be former supervisors, or educators who are fully familiar with your education and experience.

Name	Phone Number	Email	Relationship

COMMENTS

What other abilities, skills or special qualities do you feel possess that would enhance the delivery of camps?
Please submit a cover letter if you wish to provide us with further information about yourself.

I hereby certify that the answers given by me in this application are true and complete. I understand and agree that if any of such answers are at anytime found to be false, the Corporation of the District of Oak Bay may at its option and its sole discretion, terminate my employment. All employees shall, as a condition of employment, become members of CUPE Local 374.

Date:	Applicants Signature:
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