

Inclusion Instructor

November 2025 – June 2026

Posting #PRC2025-71

Oak Bay Parks, Recreation, and Culture is seeking Inclusion Instructors for the After School Care program. Under the direction of the Inclusion Programmer, Inclusion Instructors will work directly with children with support needs and provide them with tools and adaptations to thrive in the program. You will work alongside the After School Care staff to create a safe, healthy, and equitable environment for all children. Our Auxiliary staff enjoy a free Staff Pass when they work one shift per week, flexibility in hours to accommodate different lifestyles, a culture that cares about work-life balance, and 14% pay on top of their hourly wage in lieu of benefits. We foster a learning environment and provide you with on-the-job training.

RESPONSIBILITIES

- Planning and adapting daily scheduled activities for a child or children who require additional support.
- Liaise with children, parents/guardians, program staff, and community partners in friendly manner.
- Developing lesson plans, sensory projects, care plans, and adaptations as needed.
- Ability to work without direct supervision.
- Adhere to all safety standards for protection of all participants.

QUALIFICATIONS

- Ability to work as an effective team member.
- Experience working directly with children with support needs and/or disabilities, in a recreational environment.
- Current Emergency First Aid or Standard First Aid with CPR-C certification.
- Provision of a current Police Information Check with Vulnerable Sector Screening (Note: This is the applicant's financial responsibility to obtain this).

HOURS OF WORK	Shifts run Monday-Friday 2:15-5:15pm (up to 15 hours/week as required) Note: Hours may vary according to school drop-off times, school breaks, and enrolment. Shifts are dependant on support funding and partnerships with Island Health, Supported Child Development or Aboriginal Supported Child Development).
LOCATION(S)	Neighbourhood Learning Centre and/or Henderson Recreation Centre
RATE	\$25.63/hr-\$26.88/hr (\$23.16-\$24.29 per hour plus \$3.24-\$3.40 per hour in lieu of benefits) – 2024 rates
STATUS	Auxiliary (This is a union position)
BENEFITS	• 14% in lieu of benefits per hour. • Staff Membership to drop-in the weightroom, fitness classes, skating, and pool (applicable to employees with 1 or more set shifts per week)

Please submit applications by 4:30pm, Tuesday, October 28, 2025 to:

Job Application Drop Box, Oak Bay Recreation Centre, 1975 Bee Street, Victoria, V8R 5E6 or

Email to: recreationjobs@oakbay.ca

Subject line in email should read: PRC2025-71 Inclusion Instructor

Please note that only short-listed applicants will be contacted after the closing date of the posting