

Employment Opportunities

2026 Summer Camps

BENEFITS OF WORKING WITH US

- 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 at Oak Bay Recreation Centre, 1975 Bee Street, Victoria, BC V8R 5E6 or email to recreationjobs@oakbay.ca
Applications must be received by 4:30pm, Wednesday, March 18, 2026.
2. Applicants will be considered for all positions for which they are qualified. If you only want to be considered for specific positions, please indicate 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.
4. If you are under the age of 16 your legal guardian is required to complete the Parent/Guardian Consent Form found on the Oak Bay Parks, Recreation & Culture Employment website page.

We regret that only shortlisted applicants will be contacted. Late applications will be considered after applications received by closing date are processed.

HIRING PROCESS

1. Shortlisted applicants will be contacted by email by April 2026.
2. Interviews will be conducted between April 7-10. Team Leader interviews will take place between April 1-14 (Team Leader candidates will be required to attend group interviews between April 7-10)
3. Only shortlisted applicants will be required to provide an original Police Information Check with Vulnerable Sector Screening dated within one year, must be presented to Human Resources by the specified date in the request email (Note: It is the applicant's financial responsibility to obtain this).
4. Shortlisted applicants (including current staff) will be required to bring original certificates to the interview and must be obtained before position start date. Specific certifications required are listed with each position.
5. Successful applicants will be offered positions by e-mail between mid-April to the end of May

TRAINING PROCESS

1. Training will be held in person **Saturday, June 13 (all day), Wednesday, June 17 (evening) and Wednesday, June 24 (evening)**. Additional training may be required based on program/camp needs.
2. Some positions require staff to attend an additional 10 hours of camp specific lesson planning and training. These sessions will take place in early June and will be held in the evenings. Team Leaders will contact their staff to arrange times and dates.



PROCESS AT A GLANCE

Submit applications by 4:30pm
Wednesday, March 18, 2026



Contacted for interview by
start of April 2026



Group Interviews
(April 7-10, 2026)



Position Offers
(Mid April to end of May)



Mandatory Training
(June 13, 17, 24)

TEAM LEADER POSITIONS

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

Positions marked with an * require up to 75 hours of preparation allotted to be done in May and June, 40 hours/week in July and August.

RATE (2024): \$27.69-\$28.10/hr (\$24.29-\$24.65/hr + \$3.40-\$3.45/hr in lieu of benefits)

NOTE: All positions are Union CUPE Local 374.

Responsibilities

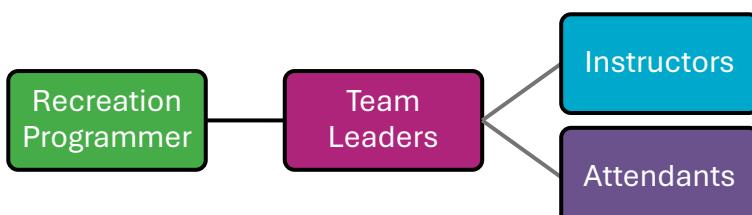
- Program and lesson planning.
- Scheduling and purchasing supplies.
- Ensuring the safety of participants.
- Conducting staff meeting and program evaluations on site.
- Will be required to fill in for staff breaks, sickness or as required.
- Supervising and training a minimum of 4-11 staff.
- Assisting contracted programs and staff.

Qualifications

- Ability to work without direct supervision.
- Leadership and organizational 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 rates)

Some summer positions require a Class 4 BC driver's licensee to drive the camp bus for out-trips. If you're interested in driving this summer, book your road test early! Availability decreases as summer approaches. For details, visit the ICBC website: www.icbc.com/driver-licensing/getting-licensed

REPORTING STRUCTURE



AQUATICS CAMPS (1 POSITION)

LOCATION: Oak Bay Recreation Centre

DATES: Start date varies-September 4

TIMES: Between 8:00am-5:00pm (up to 8hrs/day)

REQUIREMENTS: A, B, D

HENDERSON CAMPS* (1 POSITION)

LOCATION: Henderson Recreation Centre

DATES: Start dates vary-September 4

TIMES: Between 7:45am-5:00pm (up to 8hrs/day)

REQUIREMENTS: A, B

NEIGHBOURHOOD LEARNING CENTRE CAMPS* (1 POSITION)

LOCATION: Neighbourhood Learning Centre

DATES: Start date varies-August 31

TIMES: Between 7:45am-5:00pm (up to 8hrs/day)

REQUIREMENTS: A, B

WINDSOR CAMPS* (1 POSITION)

LOCATION: Windsor Park Pavillion/Oak Bay Recreation Centre

DATES: Start date varies-September 4

TIMES: Between 7:45am-5:15pm (up to 8hrs/day)

REQUIREMENTS: A, B

SUPPORT & INCLUSION (1 POSITION)

LOCATION: Varies

DATES: Start date varies-September 4

TIMES: 8:00am-5:00pm (up to 7hrs/day)

REQUIREMENTS: A, B

TENNIS CAMPS & LESSONS (1 POSITION)

LOCATION: Oak Bay/Henderson Recreation Centre/Carnarvon Park

DATES: Start date varies-September 4 (excluding August 4-7)

TIMES: 8:00am-6:00pm (up to 40hrs/week)

REQUIREMENTS: A, C

CERTIFICATION REQUIREMENT LIST

(see position descriptions)

- Emergency or Standard First Aid with CPR-C
- Class 4 Unrestricted BC Drivers License and Drivers Abstract
- Tennis Canada Instruction Level 1
- National Lifeguard Award
- Swim Instructor
- Lifesaving Instructor

INSTRUCTOR POSITIONS

Responsible for planning camp activity schedules, overseeing daily organization, and providing instruction for preschool and/or school-age children in a variety of weekly camps for up to 24 campers. Instructors lead programming according to camp type and/or theme and may incorporate additional activities such as sports, games, swimming, and out-trips. Experience in the specific discipline relevant to the camp is required. All staff to camper ratios are based on registration. Additional staff will be added when registration numbers permit.

RATE (2024): \$26.40-\$27.69 (\$23.16-\$24.29/hr + \$3.24-\$3.40/hr in lieu of benefits)

REQUIREMENTS: refer to list on page 2

ART CAMP (1 POSITION)

LOCATION: Neighbourhood Learning Centre

DATES: July 6-August 28

TIMES: 8:15am-4:45pm (up to 40hrs/week)

AGES: 5-14 years old

REQUIREMENTS: A

DANCE CAMP (1 POSITION)

LOCATION: Oak Bay High School

DATES: July 6-August 28

TIMES: 8:15am-4:45pm (up to 40hrs/week)

AGES: 5-14 years old

REQUIREMENTS: A

GOLF CAMP (2 POSITIONS)

LOCATION: Henderson Recreation Centre

DATES: July 6-August 28

TIMES: 8:45am-4:45pm (up to 37.5hrs/week)

AGES: 3-14 years old

REQUIREMENTS: A

SPORTS CAMP (1 POSITION)

LOCATION: Henderson Recreation Centre

DATES: July 6-August 28

TIMES: 8:45am-4:45pm or 8:45am-12:15pm/12:45-4:15pm (up to 40hrs/week)

AGES: 3-14 years old

REQUIREMENTS: A

SUMMER IN THE PARKS CAMP (2 POSITION)

LOCATION: Windsor Pavilion & Henderson Recreation Centre

DATES: June 29-August 28 or June 29-September 4 (excluding August 4-7 for Henderson location)

TIMES: 8:15am-4:45pm (up to 40hrs/week)

AGES: 5-10 years old

REQUIREMENTS: A

SUPPORT & INCLUSION (10+ POSITIONS)

Responsible for providing direct, individualized, or small group support to campers with developmental delays, disabilities, and/or behaviour challenges.

LOCATION: Varies

DATES: June 29-September 4

TIMES: Varies. Shifts are dependent on support funding and partnerships with the Island Health, Supported Child Development

AGES: Varies

REQUIREMENTS: A

THEATRE CAMP (1 POSITION)

LOCATION: Oak Bay High School

DATES: July 6-August 28

TIMES: 8:15am-4:45pm (up to 40hrs/week)

AGES: 5-14 years old

REQUIREMENTS: A

THEME CAMP (4 POSITIONS)

POSITION 1

LOCATION: Henderson Recreation Centre

DATES: July 6-September 4 (excluding July 27-31)

TIMES: 8:15am-4:45pm (up to 40hrs/week)

AGES: 5-11 years old

REQUIREMENTS: A

POSITION 2 & 3

LOCATION: Neighbourhood Learning Centre

DATES: June 29-August 28 (excluding August 4-7) or July 6-August 28 (excluding July 27-31)

TIMES: 8:15am-4:45pm (up to 40hrs/week)

AGES: 5-11 years old

REQUIREMENTS: A

POSITION 4

LOCATION: Windsor Park Pavilion

DATES: July 6-August 28

TIMES: 9:15-11:45am and 12:45-4:45pm (up to 32.5hrs/week)

AGES: 3-5 years old & 5-8 years old

REQUIREMENTS: A

YOUTH CAMP (1 POSITION)

Responsible for organizing, leading and instructing dynamic youth camps for participants ages 11-16. Activities consist of kayaking, paintballing, bouldering, youth leadership opportunities, out trips and various camp activities.

LOCATION: Oak Bay Recreation Centre

DATES: July 6-August 28

TIMES: July 9:30am-5:30pm & August 8:30-4:30pm (hours and days vary based on registration numbers)

AGES: 11-16 years old

REQUIREMENTS: A, B

ATTENDANT POSITIONS

Assists with the planning, organization, and delivery of camp programs. Attendants support the daily camp flow and help lead activities, including swimming, sports, games, games, crafts, and out-trips, for groups of up to 24 preschool and/or school-aged children.

All staff to camper ratios are based on registration.

RATE (2024): \$21.55 (\$18.90/hr + \$2.65/hr in lieu of benefits)

REQUIREMENTS: refer to list on page 2

ART CAMP (1 POSITION)

LOCATION: Neighbourhood Learning Centre
DATES: July 6-August 28
TIMES: 8:15am-4:45pm (up to 40hrs/week)
AGES: 5-14 years old
REQUIREMENTS: A

DANCE CAMP (1 POSITION)

LOCATION: Oak Bay High School
DATES: July 6-August 28
TIMES: 8:15am-4:45pm (up to 40hrs/week)
AGES: 5-14 years old
REQUIREMENTS: A

SPORTS CAMP (1 POSITION)

LOCATION: Henderson Recreation Centre
DATES: July 6-August 28
TIMES: 8:45am-4:45pm (up to 40hrs/week)
AGES: 3-14 years old
REQUIREMENTS: A

SUMMER IN THE PARKS CAMP (2 POSITION)

LOCATION: Windsor Pavilion & Henderson Recreation Centre
DATES: June 29-August 28 or June 29-September 4 (excluding August 4-7 for Henderson location)
TIMES: 8:15am-4:45pm (up to 40hrs/week)
AGES: 5-10 years old
REQUIREMENTS: A

TENNIS CAMP (1 POSITION)

LOCATION: Oak Bay Recreation Centre (Tennis Bubble)
DATES: July 6-September 4 (excluding August 4-7)
TIMES: 8:30am-4:30pm (up to 40hrs/week)
AGES: 5-14 years old
REQUIREMENTS: A

THEATRE CAMP (1 POSITION)

LOCATION: Oak Bay High School
DATES: July 6-August 28
TIMES: 8:15am-4:45pm (up to 40hrs/week)
AGES: 5-14 years old
REQUIREMENTS: A

THEME CAMP (4 POSITIONS)

POSITION 1
LOCATION: Henderson Recreation Centre
DATES: July 6-September 4 (excluding July 27-31)
TIMES: 8:15am-4:45pm (up to 40hrs/week)
AGES: 5-11 years old
REQUIREMENTS: A

POSITION 2 & 3
LOCATION: Neighbourhood Learning Centre
DATES: June 29-August 28 (excluding August 4-7) or July 6-August 28 (excluding July 27-31)
TIMES: 8:15am-4:45pm (up to 40hrs/week)
AGES: 5-11 years old
REQUIREMENTS: A

POSITION 4
LOCATION: Windsor Park Pavilion
DATES: July 6-August 28
TIMES: 9:15-11:45am and 12:45-4:45pm (up to 32.5hrs/week)
AGES: 3-5 years old & 5-8 years old
REQUIREMENTS: A

OUT TRIP DRIVER/ATTENDANT

Responsible for driving the bus for camp out trips and being an extra leader during the trip. This position is paid driver rate while driving on trips and is paid attendant rate during the other scheduled hours.

DRIVING RATE: \$23.93 (\$20.99/hr + \$2.94/hr in lieu of benefits)

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

REQUIREMENTS: A, B

YOUTH CAMP (1 POSITION)

Responsible for assisting the youth camp instructor in leading youth ages 11-16 in a dynamic range of activities.

LOCATION: Oak Bay Recreation Centre

DATES: July 6-August 28

TIMES: July 9:30am-5:30pm & August 8:30-4:30pm (hours and days vary based on registration numbers)

AGES: 11-16 years old

REQUIREMENTS: A, B

AQUATIC INSTRUCTOR POSITIONS

Responsible for program planning, organizing, supervising, and/or instructing aquatics recreational activities for ages 6-12 years.

RATE (2024): \$26.40-\$27.69 (\$23.16-\$24.29/hr + \$3.24-\$3.40/hr in lieu of benefits)

AQUA ADVENTURES CAMP (1 POSITION)

LOCATION: Oak Bay Recreation Centre

DATES: July 6-August 28

TIMES: 8:45am-4:15pm (up to 40hrs/week)

REQUIREMENTS: A, B, D

JUNIOR AQUA ADVENTURES CAMP (1 POSITION)

LOCATION: Oak Bay Recreation Centre

DATES: July 6-August 21

TIMES: 8:45am-4:15pm (up to 40hrs/week)

REQUIREMENTS: A, B, D

FUN UNLIMITED CAMP (1 POSITION)

LOCATION: Neighbourhood Learning Centre

DATES: June 29-September 4

TIMES: 8:00am-2:00pm (up to 30hrs/week)

REQUIREMENTS: A, E

JUNIOR LIFEGUARD CAMP (1 POSITION)

LOCATION: Oak Bay Recreation Centre

DATES: June 29-September 4

TIMES: 8:45am-4:15pm (up to 40hrs/week)

REQUIREMENTS: A, D, F

LAKE HOPPERS CAMP (1 POSITION)

LOCATION: Oak Bay Recreation Centre

DATES: June 29-September 4

TIMES: 8:45am-4:15pm (up to 40hrs/week)

REQUIREMENTS: A, B, D

OCEAN EXPLORERS CAMP (1 POSITION)

LOCATION: Oak Bay Recreation Centre

DATES: June 29-September 4

TIMES: 8:45am-4:15pm (up to 40hrs/week)

REQUIREMENTS: A, D

AQUATIC ATTENDANT/LIFEGUARD POSITIONS

Responsible for assisting camp Instructor with planning, organizing, and implementation of camp specific activities.

ATTENDANT RATE (2024): \$21.55 (\$18.90/hr + \$2.65/hr in lieu of benefits)

LIFEGUARD RATE (2024): \$25.25/hr (\$22.15/hr + \$3.10/hr in lieu of benefits)

JUNIOR AQUA ADVENTURES CAMP (1 POSITION)

LOCATION: Oak Bay Recreation Centre

DATES: July 6-August 21

TIMES: 8:45am-4:15pm (up to 40hrs/week)

REQUIREMENTS: A, D

FUN UNLIMITED CAMP ATTENDANT (1 POSITION)

LOCATION: Neighbourhood Learning Centre

DATES: June 29-September 4

TIMES: Hours vary (between 8:00am-2:00pm)

REQUIREMENTS: A, E (Instructor wage while teaching lessons)

JUNIOR LIFEGUARD CAMP ATTENDANT (1 POSITION)

LOCATION: Oak Bay Recreation Centre

DATES: July 2-August 29

TIMES: 8:45am-4:15pm (up to 40hrs/week)

REQUIREMENTS: A, D

AQUA ADVENTURES LIFEGUARD (1 POSITION)

LOCATION: Oak Bay Recreation Centre

DATES: July 6-August 28

TIMES: 8:45am-4:15pm (up to 40hrs/week)

REQUIREMENTS: A, D

JUNIOR AQUA ADVENTURES LIFEGUARD (1 POSITION)

LOCATION: Oak Bay Recreation Centre

DATES: July 6-August 21

TIMES: 8:45am-4:15pm (up to 40hrs/week)

REQUIREMENTS: A, D

OCEAN EXPLORERS LIFEGUARD (1 POSITIONS)

LOCATION: Oak Bay Recreation Centre

DATES: June 29-September 4

TIMES: 8:45am-4:15pm (up to 40hrs/week)

REQUIREMENTS: A, D

2026 Summer Camps

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	
I am under the age of 16	Are you legally authorized to work in Canada	Yes	No
Are you past or present employee of Oak Bay Parks, Recreation and Culture?		Yes	No

EDUCATION

In Progress Completed

University/College

High School

EXPERIENCE

Age Group Experience

Preschool

School Age

Youth

CERTIFICATIONS

Please bring original documents to the interview

- Emergency or Standard First Aid with CPR-C
- Class 4 BC Drivers License (Bus License)
- Tennis Canada Instruction Level 1
- National Lifeguard Award
- Swim Instructor
- Lifesaving Instructor

Swimming Instruction

Arts

Sports

Support/Inclusion Work

Other

I WOULD LIKE TO BE CONSIDERED FOR:

Check all that apply:

All positions for which I am qualified for

The following camp positions only:

- 1.
- 2.

Camp Sub (please list dates available)

If you have more than 5 planned vacation days, please list dates:

INTERVIEW AVAILABILITY (please check all that apply):

Yes No

I am available for in person group interviews
April 7-10

If invited I am available for Team Leader interviews
between April 1-14

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
OR Fax 250-370-7127

**Applications must be submitted by
4:30pm, Wednesday, March 18, 2026**

All late applications will only be considered after all other eligible applicants

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 fully familiar with your education and experience.

Name	Phone Number	Email	Relationship

COMMENTS

Describe any further abilities, competencies, or distinguishing qualities you possess that could contribute to the successful delivery of camp programs. Please submit a cover letter and resume 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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