

Birthday Party / Kindergym Attendant

Posting #PRC2026-66

Oak Bay Parks, Recreation and Culture is seeking Birthday Party/Kindergym Attendants to join the Community Recreation team. Our ideal applicant is organized, energetic, and loves to work with children. Working under the direction of the Birthday Party Team Leader, Attendants will assist with set up of birthday parties and/or Kindergym, cleaning equipment, leading circle time, and the organization of age-appropriate group activities while ensuring a safe and enjoyable environment for patrons.

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. We acknowledge and respect that the District of Oak Bay lies in the traditional territory of the ləkʷəŋən people, known today as the Songhees and Esquimalt Nations, and that their historic connections to these lands continue to this day.

RESPONSIBILITIES

- Actively participate and facilitate pre-planned activities for a variety of age groups.
- Liaise with children, guardians, and staff in a warm and friendly manner.
- Leading circle time songs.
- Assist with set up and clean up for parties and programs.

QUALIFICATIONS

- Previous experience working with children.
- Ability to work as an effective team member.
- Ability to work a flexible schedule.
- 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	• Saturdays between the times of 10:30am-5:00pm • Sundays between the times of 9:00am-5:00pm Note: Hours may vary based upon registration and operational requirements.
LOCATION(S)	Henderson Recreation Centre/Neighbourhood Learning Centre
RATE	\$21.80 (\$19.12 per hour plus \$2.68 per hour in lieu of benefits – 2026 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, Monday, August 10th, 2026 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: PRC2026-66 Birthday Party Attendant

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