



Programmes Coordinator Otahuhu

The Chill Out Before & Afterschool Care and Holiday Programme based at Otahuhu Pool & Leisure Centre is looking for a motivated, fun and professional Coordinator for the programme. The role is a full time position and involves organising and facilitating our kids programmes.

You must be well organised, motivated, honest, reliable and above all must enjoy working with children. Child Care and staff management experience & sound administration skills would be advantageous. Given the nature of the role, and being a role model for the children in the community we are seeking someone mature, with high personal worth ethic and someone for the children to look up to as an example of positive behaviour and communication. The role also includes marketing, reporting and administration initiatives associated with delivery of the programme. Our ideal candidate is someone who is excited about driving programmes, achieving outcomes while also delivering exceptional levels of customer service.

A full clean drivers licence is essential and the role is subject to a Police Check.

A competitive hourly rate, career opportunities and training and development are offered by this great facility.

If this sounds like you please apply via this listing with your CV with covering letter or email clmrecruitment@clmnz.co.nz

Applications close 23rd December 2021.

CLM has carried out a health and safety risk assessment for this position to ensure we are complying with our obligations under the Health and Safety at Work Act 2015. As a result, we can only consider applications from applicants who are fully vaccinated against Covid-19 unless there are exceptional circumstances.