



We're Hiring!

Summer Employment Positions

The Town of Holyrood is currently looking for hard-working, energetic, outgoing and responsible staff to join their 2026 Summer Team. We have several great opportunities available this summer.

How to Apply

All those interested in applying can submit one cover letter and resume. Please include all areas of interest on your cover letter and submit using the following ways:

- **IN-PERSON:** Hubert A. Keough Municipal Building - 34 Salmonier Line, Holyrood NL
- **EMAIL:** info@holyrood.ca
- **MAIL:** P.O. Box 100, Holyrood, NL A0A 2R0

Application Deadline

Thursday, April 16 at 4:00pm

Please see our detailed job descriptions below:

CAMP A'HOY MANAGER

JOB DESCRIPTION

- Camp Manager will report to both Director of Recreation & Community Services and Recreation Coordinator.
- On-site leader of complete Camp A'hoy Team.
- Incumbent will lead, conduct and perform all day-to-day camp activities as scheduled.
- Camp Manager will be responsible for supervision of 8-12 staff at the Camp.
- Know and understand ALL emergency procedures associated with the camp program.
- Know, enforce, and follow all safety guidelines associated with the camp and all program areas. This includes but is not limited to being responsible for your campers' safety and their whereabouts at all times.
- Plan, organize and conduct various games, activities, and outings to be done daily.
- Communicate with parents/public about participant's experiences and report concerns to Camp Heads.
- Incumbent must have the ability to promote and market the camp throughout the summer.

Qualifications and Experience

- Experience in supervising staff members in a child-centered setting.
- Planning and organizing skills.
- Ability to lead, plan, organize, and implement program activities.
- Experience in working with children in a supervisory role.
- Ability to work in a fast-paced environment and make quick decisions.
- Must have the ability to work in a team environment.
- Must be in a post-secondary role, certified in first aid, and complete an RCMP/RNC Code of Conduct.

HOLY CROSS PARK TEAM LEADER

JOB DESCRIPTION

- Holy Cross Park Team Leader will report to both Director of Recreation & Community Services and Recreation Coordinator.
- On-site leader of complete Holy Cross Park Team.
- Incumbent will lead, conduct, and perform all day-to-day Park operations and will be responsible for supervision of 8-12 staff.
- Know and understand ALL emergency procedures associated with Holy Cross Park.
- Know, enforce, and follow all safety guidelines associated with the Park.
- Responsible for budgeting, purchasing supplies, and inventory of park canteen.
- Incumbent must have the ability to promote and market the Park throughout the summer.

Qualifications and Experience

- Experience in supervising staff members in a recreation and/or aquatic setting.
- Planning and organizing skills.
- Experience in facility management.
- Experience with budgeting and cash handling.
- Ability to work in a fast-paced environment and make quick decisions.
- Must have the ability to work in a team environment.
- Must be in a post-secondary role, certified in first aid, and complete an RCMP/RNC Code of Conduct.

CAMP A'HOY COUNSELLOR

JOB DESCRIPTION

- Camp Counsellor will report to both the Camp A'hoy Manager and Recreation Coordinator.
- Complete supervision and care of all Day Camp Campers for the entire summer.
- Plan, organize and conduct various games, arts and crafts, and outings to be done daily.
- Communicate with parents/public about participant's experiences and report concerns to Camp Heads.
- Assist in maintaining accurate program records including incident reports, logbook documentation, and daily attendance.
- Know and understand ALL emergency procedures associated with the camp program.
- Know, enforce, and follow all safety guidelines associated with the camp and all program areas. This includes but is not limited to being responsible for your campers' safety and their whereabouts at all times.

Qualifications and Experience

- Planning, communication and organizing skills.
- Ability to lead, plan, organize, and implement program activities
- Experience in working with children and conducting various outings and activities.
- Ability to work in a fast paced environment and make quick decisions.
- Must have the ability to work in a team environment.
- Certified in first aid and complete a RCMP/RNC Code of Conduct.
- Completion of at least Grade 10.

HOLY CROSS PARK ATTENDANT

JOB DESCRIPTION

- Park Attendant will report directly to the Holy Cross Park Team Leader.
- Serve customers and handle money at Holy Cross Park canteen and gate.
- Understand and provide quality customer service to all park users.
- Understand all park/pool rules and regulations.
- Perform daily cleaning duties as assigned by the Holy Cross Park Team Leader and Director of Recreation & Community Services.
- Communicate with all staff and lifeguards each shift.
- Inventory of all canteen items.
- Handling money at Holy Cross Park gate and canteen.
- Assist in maintaining accurate program records including incident reports, logbook documentation, and daily attendance.
- Know and understand ALL emergency procedures associated with the park

Qualifications and Experience

- Customer service, communication and cash handling skills.
- Ability to work in a fast-paced environment and make quick decisions.
- Must have the ability to work in a team environment.
- Certified in standard first aid
- RCMP/RNC Code of Conduct.
- Completion of at least Grade 10.

LIFEGUARD

Job Description

- Reports directly to the Holy Cross Park Team Leader.
- Maintains constant surveillance of patrons at Holy Cross Park; acts immediately and appropriately to secure safety of patrons in the event of emergency.
- Provides emergency care and treatment as required until the arrival of emergency medical services.
- Presents professional appearance and attitude at all times.
- Maintains a high standard of customer service.
- Performs various duties as directed to maintain a clean and safe park.
- Prepares and maintains appropriate activity reports.
- Performs miscellaneous job-related duties as assigned.

Qualifications and Experience

- Certified in CPR/First Aid.
- Certified Life Saving Instructor.
- Certified Lifeguard through Red Cross or National Lifeguard Service.
- Ability to accurately handle cash and manage financial transactions; demonstrate excellent customer service skills.
- Ability to effectively work with children of various ages, youth, seniors and individual with varying needs and abilities.
- Criminal Record Check and Vulnerable Sectors screening.
- Must complete a RCMP/RNC Code of Conduct.

CBC UNITED SOCCER COORDINATOR

JOB DESCRIPTION

- Will report directly to the Director of Recreation & Community Services and/or Recreation Coordinator.
- The incumbent should have experience working with children and youth ages 3 to 16 years.
- Must have a knowledge base about soccer and the ability to run an effective program.
- Must possess great communication skills.
- Must be a team-oriented person.
- The successful candidate must show high energy and enthusiasm each day on the field.
- Interested in coaching soccer and leading a team of soccer coaches.

Qualifications and Experience

- Minimum 2 years working with children in a sport environment.
- Any technical soccer certification would be an asset.
- Must be enrolled in post-secondary or attending High School.
- Certified in first aid and complete a RCMP/RNC Code of Conduct.
- Experience in promoting/marketing a program.

CBC UNITED SOCCER PART-TIME COACH

JOB DESCRIPTION

- Will report directly to the Director of Recreation & Community Services and/or Recreation Coordinator.
- The incumbent should have experience working with children and youth ages 3 to 12 years.
- Must have a knowledge base of soccer and the ability to assist in running effective practices and activities.
- Must possess strong communication skills.
- Must be a team-oriented individual.
- The successful candidate must show high energy and enthusiasm while working with participants.
- Will assist with coaching, organizing drills, and supporting overall program delivery.
- Up to 20 hours per week, Monday–Thursday evenings.

Qualifications and Experience

- Experience working with children in a sport or recreation environment would be an asset.
- Any technical soccer certification would be considered an asset.
- Must be enrolled in post-secondary or attending High School.
- Certified in first aid and able to complete an RCMP/RNC Code of Conduct check.
- Strong interest in coaching soccer and working with youth.

SITE INTERPRETER (Holyrood Heritage Society)

The Holyrood Heritage Society seeks summer student candidates for the position of "Site Interpreter". By working at our Museum Gallery and Gift Shop, we are providing an opportunity for our youth to gain experience and exposure in a cultural heritage setting.

Our mandate is to preserve and interpret all aspects of the history of our Town and its prominent role in Conception Bay Centre. We are entrusted with a wide range of artifacts and other various sources of history. Students will be given education and basic training to complete various tasks. We host a variety of visitors, patrons, and groups. High school and elementary classes, tourists, visiting researchers and the public visit our site.

Preference will be given to candidates with a general knowledge of Holyrood, of Conception Bay Center as well as Newfoundland and Labrador in general. This includes familiarity with local heritage, music, history, folklore, literature, and artists.

Duties and Responsibilities

- Provide excellent customer service to all visitors.
- Assist with execution of community events including event set up and tear down, parking support and traffic direction, provide support to event organizers and be an Ambassador for our Town.
- Operate point of sale terminal & cash handling for admissions, sales, and donations.
- Cleaning and upkeep of the Heritage building and grounds.
- Research and information gathering.
- Reliability and efficiency in completing assigned tasks.
- Motivated to complete other duties and projects as assigned.
- Available to work weekdays, evenings, weekends, and holidays as required.

Qualifications and Experience

- Students must have excellent interpersonal skills including effective oral communication skills.
- Demonstrates confidence to learn about and conduct tours.
- Willing to learn the process of archival recording.
- Have basic computer skills.
- Demonstrates respect to all people and respect for artifacts in our collections.
- Hold an emergency first aid certification.
- A knowledge of research methods.
- Willingness to learn various photo computer programs.
- Organizational skills.
- Basic conversational French.

MAINTENANCE WORKER (Holyrood Marina Park Corp.)

JOB DESCRIPTION

- Maintenance Worker will report to the HMPC Marina Supervisor.
- Serve customers and handle boat launch fees.
- Understand and provide quality customer service to all park users.
- Understand all rules and regulations.
- Perform daily cleaning duties as assigned.
- Perform general labour-intensive duties, not limited to general maintenance, painting, mowing grass, landscaping, etc.
- Assist with refueling of boats and equipment.

Qualifications and Experience

- Customer service, communication and cash handling skills.
- Ability to work outside.
- Ability to work with minimal supervision.
- Must have the ability to work in a team environment.
- Certified in standard first aid.
- RCMP/RNC Code of Conduct.
- Completion of at least Grade 10.