



2010 Cambridge Core Areas Patrol Program (CCAP)

Employment Opportunities

The CCAP Program is part of the Core Areas Revitalization Strategy. CCAP Patrollers are our downtown Ambassadors and provide extra eyes and ears on the street from May to August in the three downtown core areas. We are looking for a **Program Coordinator** and **Part-time Patrollers** for the 2010 season.

DUTIES:

- To be an enthusiastic ambassador for the three downtown core areas: regularly communicating with and assisting the public and business owners
- Monitoring the core areas on foot and on bicycles and reporting on activities
- **Program Coordinator only:** hiring, supervising, managing equipment, attending meetings, writing reports, making presentations, budget management, serve as back up Patroller

GENERAL REQUIREMENTS:

- Must be able to work shifts between 5pm and 11pm, Monday – Saturday and some Saturday daytime hours
- Good communication skills and ability to work well in a team environment
- Must have valid CPR and First Aid in place by the start of May 2010
- Must be available for CCAP Program Training on Saturday May 1, 2010 (full day)

WORK SCHEDULES AND RATES:

Program Coordinator: 32 weeks. 20 hours per week, \$16.50/hr.

Patrollers: Hours per week negotiable, \$14.75/hr.

PROGRAM TIMEFRAME: Start: May 22, 2010 **Finish:** August 28, 2010

DEADLINES FOR APPLICATIONS:

Program Coordinator: Friday, February 19, 2010 at 4:30 pm

Patrollers: Friday, March 12, 2010 at 4:30 pm

Please forward a cover letter and resume via email or fax to:

Cambridge Core Areas Patrol Program (CCAP)
Attention: Executive Director, Downtown Cambridge BIA
Email: info@downtown.cambridge.on.ca
Fax: 519.622.3591

Note: This program is subject to final Budget approval from Cambridge City Council

We thank all those who apply, but only those being considered for employment will be contacted. Personal information in relation to recruitment and hiring process is collected under the authority of the Municipal Act 2001 R.S.O. 2001 C25, Section 278, as amended. This information will be used to determine eligibility for employment with the Cambridge Core Areas Patrol Program (CCAP).