

## **Preparing your Application**

Be sure to upload the following documents to your candidate profile and include them in your application:

- Resumé which includes education, past work experience/volunteer details.
- Two confirmed letters of reference who can comment on your leadership and work or volunteer experience in the last 1-2 years.
- Copy of any certifications stipulated in the individual job posting (i.e. Standard First Aid, CPR, High Five, Canadian Red Cross Lifeguard, etc...)
- Apply for your Certificate of Conduct and Vulnerable Sector Check in advance of your application as these documents may take two – three weeks to process during peak periods.