

## **Camp Site Leader**

**EMPLOYEE GROUP:** Part -Time

**DEPARTMENT:** Community Services

**DIVISION:** Recreation

### **Here is what you get to do:**

Under the direction of the Program Supervisor or Designate, the successful candidate will assist in the delivery of a comprehensive camp experience as developed by Recreation Department to meet the needs of all participants and ensure adequate safety while facilitating leisure activities.

- Provide an inclusive camp experience which includes working with participants with different needs (i.e. children with disabilities, children with behavior challenges, newcomers, and language barriers).
- Act as a leader to provide campers with safe and fun activities by way of quality instruction, program planning, implementation and appropriate supervision that supports the objectives, philosophies and standards of the Recreation Department.
- Work in conjunction with the Senior Staff to provide on-site support, communication and assistance to Camp Leaders and volunteers. Prepare and implement or modify daily and special activities as directed by Senior Staff.
- Assist with the arrival and or departure of campers. Maintain and oversee accurate administrative, attendance, and medical records for all camps.
- Ensure cleanliness and safety of program area.
- Effectively provide quality customer service and act as a knowledgeable resource to parents, participants, volunteers and co-workers.
- Effectively and in a timely manner communicate with Program Supervisor / Designate / Board of Education staff with regards to all aspects related to facilities, staffing, participants, equipment, supplies or anything that would impact the quality and safe delivery of day to day operations of the camp.
- Incorporate and model the HIGH FIVE® Principles of Healthy Child Development in program delivery where appropriate.

### **Here is what you need:**

- Will have or be working towards a Secondary School Diploma.
- The successful candidate must possess a valid Emergency First Aid and CPR B or Standard First Aid and CPR C (Lifesaving Society, Canadian Red Cross Society, St. John's Ambulance or the Canadian Ski Patrol) certification (must be recognized by WSIB)
- HIGH FIVE® Principles of Healthy Child Development.
- One year of experience working with children in a recreational setting, previous experience supervising staff would be an asset.
- A Level 3 - Vulnerable Sector Check will be required of the successful candidate, as a condition of employment, at their own expense, to verify the absence of a criminal record for which a pardon has not been granted.

### **Here is what we pay:**

The duties and responsibilities of the Camp Site Leader are reflected in the hourly rate of \$17.70 - \$21.08. Staff will be paid on an hourly basis for attending required trainings or meetings at a Training/ Meeting rate of minimum wage.