

JOB TITLE: Summer Camp Coordinator

SUMMARY: The Summer Camp Coordinator will be responsible for the coordination, operation and support of the camp, ensuring effective and cohesive operation on a day-to-day basis. This includes staff training, support and supervision of all staff, camper wellness, the administering of medications and first aid, and administrative duties where/when applicable.

TERM: 40 hours weekly, occurring between June 20, 2022-August 26, 2022. *This term is subject to the direction of local government and public health direction and the approval of day camp operations in Ontario during the COVID-19 pandemic.*

REPORTS TO: Camp Supervisor

RATE OF PAY: \$18 per hour plus mandatory benefits

To be eligible, applicants must meet ALL criteria:

- be between 15 and 30 years of age at the start of the employment;
- be a Canadian citizen, permanent resident, or person to whom refugee protection has been conferred under the *Immigration and Refugee Protection Act*; and,
- be legally entitled to work in Canada in accordance with relevant provincial or territorial legislation and regulations.

RESPONSIBILITIES:

- Manage the day camp day-to-day operations ensuring guidelines, policies and procedures have been implemented.
- Plan and deliver staff training in collaboration with the Camp Supervisor.
- Provide support to counsellors managing camper behaviours and in the delivery of their programs.
- Build meaningful relationships with children, parents, staff, volunteers, and supervisor.
- Pro-actively identify and solve problems and areas of concern for staff, campers, and volunteers.
- Guide staff in their role of providing intentional, meaningful, fun child-led activities and learning opportunities.
- Work cooperatively with counsellors and supervisor to ensure a positive work environment.
- Supervise, coach, and mentor day camp staff utilizing a strengths-based approach.
- Document campers experience through photography, blogs, and/or learning stories.
- Implement, monitor, and follow COVID-19 health & safety protocols as recommended by our public health unit.

QUALIFICATIONS:

Licences & Certifications:

- Standard First Aid and CPR Certificate
- Successful Police Vulnerable Sector Check.

Knowledge, Skills, and Experience:

- Experience working in a supervisory position in the day camp or recreation environment.
- Experience supervising and with performance management.
- Knowledge of emergent curriculum and child-led learning.
- Comfort in and understanding of the natural, forested environment.
- Knowledge of native trees, vegetation, animals and insects.
- Skills in empathy, adaptability, initiative, problem solving, stress management.
- Positive attitude and willingness to grow personally as a leader.
- Understanding of and commitment to anti-racism, equity and inclusion in the workplace and camp environment.
- Priority will be given to visible minorities, First Nations individuals, and those speaking a second language.
- Commitment to work from June 20 – August 26, 2022. Time off will not be granted that is in conflict with camp hours.

Childreach welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process. Send cover letter and resume by email to daycamp@childreach.on.ca or mail to 265 Maitland St., London, ON, N6B 2Y3 by Monday, March 21, 2022 at 4pm.