



SUMMER DAY CAMP LEADER

Rate of Pay: \$12.55 / hr, 40 hrs/week. Some evenings and weekends required.

Term: June – September (9 weeks) Closing Date: April 24, 2020

REPORTS TO: Camp Director

FUNCTION: To be directly responsible for the supervision of the program participants and the safe and fun implementation of program activities.

SUMMARY OF QUALIFICATIONS:

- Understanding and practice of teamwork.
- Portrays innovative and creative planning skills.
- Demonstrates strong organizational and communication skills.
- Demonstrates an ability to adapt well to situations.
- Experience working with children.
- First aid certification.

SPECIFIC DUTIES:

1. Assist the camp directors in the program activity planning and implementation.
2. Work as a team to ensure the safety and inclusion of all program participants.
3. Assist in program registration and special events as necessary.
4. Actively participate in a staff training process.
5. Communicate necessary information with parents/guardians, the camp directors and the recreation director.
6. Maintains a safe and clean camp atmosphere as well as ensuring the proper maintenance and storage of camp supplies/equipment.
7. Practice appropriate discipline procedures with the camp participants.
8. Keep a detailed journal of daily reflections as outlined in the staff training to be used for camp programming the following year.
9. Perform other duties as deemed necessary by the camp director or recreation director.

To apply, please email your resume and cover letter to: johna@newminas.com and include in the subject line: "Day Camp Leader". *Please note that only those who qualify for an interview will be contacted. First Aid, Criminal Background Checks, Vulnerable Sector Checks mandatory. First Aid training provided during pre-camp if necessary.*

The Village of New Minas values diversity and inclusiveness and encourages applications from all qualified candidates, including Aboriginal/Indigenous persons, racially visible persons, persons with disabilities, and women. Any job applicant requiring accommodation in order to ensure equal access to employment, remuneration, promotion, and training is encouraged to make their accommodation needs known, to the extent that they are able.