



Summer Day Camp Counsellor

POSITION: Summer Day Camp Counsellor– Vankleek Hill Community Centre

HOURS: Monday to Friday – 35 to 40 hours/week (hours and shifts may vary)

REPORTS TO: Director of Parks and Recreation

Reporting to the Director of Parks and Recreation, this position will be responsible for supervising campers through planning & implementing camp activities, engaging and interacting with participants and parents/guardians while providing direction in a fun and enjoyable environment.

RESPONSIBILITIES:

- Care for up to 40 children of between JK to Grade 6;
- Ensure the safety, enjoyment, and care of registered participants in Township of Champlain camp programs;
- Oversee the daily operation of camp programming • Ongoing communication with camper parents/guardians;
- Be familiar with the Township of Champlain's policies and procedures and emergency procedures and be able to implement such procedures (fire, power failure, building evacuation);
- Respond to first aid situations;
- Report all incidents, accidents, issues and concerns to the Summer Camp Supervisor;
- Ensure all equipment is prepared/put away daily; and
- Other duties as assigned.

JOB REQUIREMENTS:

- Must be at least 18 years of age;
- Bilingual in both English and French;
- Be able to commit to the full term of employment beginning June through August 30th;
- Possess and keep current Standard First Aid & CPR 'C' qualifications;

- Provide a current (within six months) Criminal Information Request prior to employment start date;
- Demonstrate good customer service and communication skills to deal effectively and courteously with staff and the general public;
- Good interpersonal skills with the ability to establish and maintain positive working relationships;
- Experience working with children in a similar setting;
- Attend all staff meetings and training's, including evenings and weekends;
- Other duties as assigned.

ASSET QUALIFICATIONS:

- Be currently enrolled in school full-time or returning to school full-time in Fall 2020 in a related field such as Early Childhood Education, Social Work, and Education Sector.
- Previous volunteer and/or previous experience in a camp or similar setting.

NOTES:

- Applicants employed in previous seasons must reapply. Previous applicants or incumbents are not guaranteed an interview or employment from year to year.
- Consideration for employment will be determined by both operational needs and a successful performance appraisal from your previous supervisor.