

Job Title: Rec program Day Camp Leader Affiliation: CUPE Local 4951	
Direct Supervisor: Economic Development Officer	Term: July 3rd - August 25th, 2023
Salary: 20.45 per hour + 4% in lieu	Hours: Full-time (35-hours/week)
Creation Date: January 17th, 2023	Revision Date: First Release

This position is dependent on funding

Position Overview:

The Summer Recreation Day Camp leader is responsible for facilitating the summer recreation program day camp. Day camp leaders will work with the team leader to organize and implement daily camp activities throughout the 2023 summer.

Summer camps will be based at the Fort St. James Community Centre and various outdoor locations for school-aged children (6-12) between July 10th and August 26th. The Team Leader will work 8:30 – 4:30 Monday to Friday. The Day Camp Leader positions begin on July 3rd 2023.

Reporting Relationship

The summer recreation program day camp leaders report directly to the Summer Recreation Program Team Leader and the Office Assistant II.

Day Camp Leader Responsibilities:

You will assist in the delivery of summer programs for children. The successful candidate will have the opportunity to present an exciting series of programs for ages 6-12. Day Camp leaders are responsible for signing children in and out each day, managing children and interpersonal relationships. Leaders are responsible for presenting and facilitating daily themed activities, administering first aid when needed and completing necessary documentation.

Skills and Abilities:

- Experience working in a recreational leadership role.
- Experience working with children
- Ability to make quick decisions
- Be flexible and adaptable
- Strong organizational and interpersonal skills
- Enjoy being creative and have an enthusiastic personality

Requirements:

- Be aged 16-30 and have a valid SIN number.
- Valid First Aid an asset.
- All candidates are required to undergo a criminal records check.
- Provide your own means of transportation to and from the workplace.

Core Values

- Integrity
- Safety
- Personal Responsibility
- Team work
- Respectful Workplace
- Inclusiveness

Required Documents to Apply:

1. Resume and cover letter
2. References
3. Certifications

Please direct resume to:

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