



PLEASE POST IMMEDIATELY

**WATERFRONT NEIGHBOURHOOD CENTRE
PRE-TEEN/YOUTH SUMMER LEADERSHIP CAMP COUNSELLOR (2 positions)**

SUMMARY:

Under the supervision of the Supervisor – Youth Programs and working in co-operation with Waterfront Neighbourhood Centre Youth Workers, this position is responsible for development and implementation of a quality summer day camp for youth 12 -18 years.

DUTIES AND RESPONSIBILITIES:

1. Works with the Supervisor – Youth Programs and WNC Youth Workers to plan and implement a safe, stimulating and positive youth summer leadership camp on a daily basis.
2. Responsible for the development and activation of creative, stimulating youth leadership and recreation activities that engage youth - strengthening social and leadership personal resiliency skills.
3. Attends all required training and orientation activities with a commitment to receiving CPR/First Aid certification.
4. Arrives as scheduled for shifts on time and participates in regular staff meetings.
5. Facilitates youth input in program development and implementation while providing leadership and guidance.
6. Supervises camp areas, maintaining constant awareness of the safety, general welfare of all youth, at all times.
7. Collects and maintains daily files (attendance, registration, outings related, health and participant information) respecting privacy regulations.
8. Works with Supervisor - Youth Programs to handle and document camp incidents.
Assist in communicating with youth and their families, providing timely information.
9. Assists in communicating with youth and their families to keep them informed of daily/weekly schedule, outings and events, etc.
10. Knows, enforces and follows WNC program safety guidelines.
11. Identifies and responds to youth behavioural issues as per WNC policies.
12. Assists in the co-ordination of camp fundraising and community special events.
13. Other duties as assigned including space maintenance/program clean-up.

MINIMUM JOB REQUIREMENTS:

1. Enrolled in a Degree or Diploma in a human service, recreation and sports, arts and culture or social work and/or experience working with inner-city youth ages 12 -18 years (including those with special needs).
2. Applicants must meet the funding criteria, and be between the ages of 16 and 30 years, a current full-time student and must be returning to school full-time in Fall 2018.
3. Successful certification in standard CPR/First Aid (CPR/First Aid training will be provided as part of summer camp training).
4. Must possess a Vulnerable Sector Police Reference Check.

KNOWLEDGE, SKILLS AND ABILITIES:

- Demonstrates background in planning and programming for youth between the ages of 12- 18 years (including those with special needs).
- Demonstrates ability to work as a team in cooperative setting.
- Excellent verbal and written communication skills.
- Experience in working with youth from diverse social, cultural and economic backgrounds.

Salary Scale: Summer Contract - Student
\$14.66/hour + 6% vacation and mandatory Employment Standards benefits

Start Date: June 18 – August 24, 2018 | 37.5 - 40 hours per week / half hour unpaid lunch

Deadline for application: March 30, 2018

Please send resume to:

Pre-Teen/Youth Summer Leadership Camp Counsellor Hiring Committee
Waterfront Neighbourhood Centre
627 Queens Quay West,
Toronto, Ontario M5V 3G3
Email: info@waterfrontnc.ca

This position is dependent on funding. Only those applicants who are selected for an interview will be contacted.

Please note that all applicants are encouraged to provide a valid email address for communication purposes. Applicants who provide an email address may receive their written correspondence with respect to this job posting directly to the email address provided with their application. As an applicant, it is your responsibility to ensure that you check your email regularly to receive this correspondence.

In accordance with Ontario Human Rights Code, Accessibility for Ontarians with Disabilities Act, 2005, and the City of Toronto's Accommodation Policy; accommodation will be provided in all parts of the hiring process. If you are an individual with a disability and you need accommodation in applying for this position, please email us at: info@waterfrontnc.ca, quoting the job title.