



PLEASE POST IMMEDIATELY

WATERFRONT NEIGHBOURHOOD CENTRE SUMMER CAMP SENIOR COUNSELLOR (8 positions)

SUMMARY:

Under the general supervision of the Supervisor – Children’s Programs and supported by the Summer Camp Co-ordinator and Facilitator, the Summer Camp Senior Counsellor is responsible for providing a quality summer day camp program for children ages 6 - 12 years (48 children/weekly camp session).

DUTIES AND RESPONSIBILITIES:

1. Works with the Summer Camp Co-ordinator, Summer Camp Facilitator and other Senior Counsellors in the operation and maintenance of a safe and healthy, positive summer day program on a daily basis for 48 children/weekly camp session.
2. Attends all required training and orientation activities.
3. Arrives for scheduled shifts on time and participates in regular staff meetings.
4. Plans and implements age appropriate, creative and stimulating quality camp program (activities, swimming, outings, meals, special events and community celebrations) in co-operation with the Summer Camp staff team.
5. Collects and maintains daily files (camper attendance, registration, outings related, health and participant information) respecting privacy regulations.
6. Works with Camp Co-ordinator, Camp Facilitator, Camp Staff and Supervisor – Children’s Programs to handle and document camp incidents.
7. Assists in communicating with Camper families to keep them informed of daily/weekly schedule, outings and events, etc.
8. Works with campers, their families, and camp staff to assist children in their personal development.
9. Knows, enforces and follows WNC program safety guidelines, maintaining constant awareness of the safety and general welfare of all campers, at all times.
10. Identifies and responds to Camper behavioural issues as per WNC policies.
11. Assists in the co-ordination of fundraising and community special events.
12. Other duties as assigned.

MINIMUM JOB REQUIREMENTS:

1. Enrolled in a Degree or Diploma in a human service discipline and experience working with children ages 6 -12 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 children between the ages of 6 - 12 years (including those with special needs).
- Excellent verbal and written communication skills.

- Experience in working with children 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 resumes to:

Summer Camp Senior 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.