



THE CORPORATION OF THE TOWNSHIP OF KING JOB DESCRIPTION

JOB TITLE: Inclusion Program Coordinator	CLASSIFICATION: Seasonal/Camp
DEPARTMENT: Community Services	SALARY LEVEL: \$16.00/hr **under review**
LOCATION: Various locations throughout the Township	

JOB PROFILE:

Function:

The Inclusion Program Coordinator is specifically employed to work 1:1 with children and young adults who require additional support.

Reports to:

- Recreation Services Supervisor

Supervision Responsibilities:

- None.

Duties and Responsibilities:

- 1:1 supervision of campers.
- Ensures a safe, and comfortable environment for the camper and staff.
- Assists camper in all needs outlined in the camper/parent assessment.
- Works with individuals who are physically impaired, sensory impaired, have speech and language difficulties, are emotionally vulnerable, have behavioural difficulties, or have a combination of these exceptionalities.
- Develops, plans, organizes, and modifies specialty instruction to accommodate the camper to ensure an inclusive camp experience.
- Provides guidance and support to fellow staff, and volunteers to ensure inclusive programming is planned and implemented.
- Models and practices HIGH FIVE® – Principles of Healthy Childhood Development (Participation, Play, Mastery, Friends and Caring Adult).
- Assists with the supervision of Inclusion Camp Counsellors, and performs weekly, mid-summer, and year end staff evaluations.
- Assists with the covering of Integration Camp Counsellor breaks.

Qualifications:

- Minimum of 18 years of age or older.
- Minimum of one (1) year of experience working with children with exceptionalities.
- Excellent communication, programming, and leadership skills.
- Non-Violent Crisis Intervention or equivalent training.
- Valid First Aid & CPR-C Certification.
- HIGH FIVE® certification is considered an asset; Quest 2 certification an asset.

Conditions of Employment:

- Required to work outside and follow all operating procedures and safety policies of the Township of King.
- Required to deal courteously and effectively with the general public, staff and other departments.
- Upon hire, completion of HIGH FIVE® Principles of Healthy Child Development, Quest 2, Standard First Aid and CPR-C and submission of a Vulnerable Sector Screening are required.
- Must be available to work all 14 weeks of the contract.
- Hours of work will be between 7:15AM – 6:00PM, Monday to Friday.

Period of Employment:

*****Please note that the offering of summer camp programs and start date for these positions are subject to the provincial government's pandemic mandates.*****

Anticipated: June 5, 2021 – September 3, 2021

Application Process:

To apply for this position please email a copy of your resume to hr@king.ca prior to **August 6, 2021**. When submitting your application, please clearly specify the position you are applying to.

Department Head: _____

Date Approved: _____

Supervisor (if applicable): _____

Date Approved: _____

Incumbent: _____

Date Signed: _____