



Making life better in King

THE CORPORATION OF THE TOWNSHIP OF KING JOB DESCRIPTION

JOB TITLE: Camp Counsellor

CLASSIFICATION: Seasonal/Camp

DEPARTMENT: Community Services

SALARY LEVEL: \$17.00/hour

LOCATION: Various locations throughout the Township

JOB PROFILE:

Function:

Implements and engages camp participants in interactive activities including organized arts and crafts, singing, sports activities, games and field trips while maintaining a safe environment.

Reports to:

- Supervisor of Recreation and Business Services

Supervision Responsibilities:

- None

Duties and Responsibilities:

- Maintains safety and supervision of all campers including upholding and abiding by ratio expectations.
- Assists in the implementation of daily camp programming.
- Assists in maintaining accurate program records including incident reports and behavior tracking forms where required.
- Organizes and leads a variety of small and large group activities daily both indoors and outdoors.
- Assists with set-up and clean-up of camp events, activities, and programs.
- Practices risk management skills to ensure the safety and well-being of all campers and staff, taking mitigating actions to address any risks.
- Actively participates in and oversees water activities when applicable.
- Assists with the mentorship of volunteers and weekly evaluations.
- Models and practices HIGHFIVE® – Principles of Healthy Child.
- Development (Participation, Play, Mastery, Friends, and Caring Adult).
- Assists Program Coordinators in the following program areas:
 - History
 - Outdoor Education
 - Sports

- The Arts
- Preschool
- Cooking
- Youth Leadership
- Traditional
- Specialty Sports: Skateboard & Scooter, Hockey, Badminton, Basketball, Volleyball, Soccer, etc. (Please specify)
- Performs other related duties as required.

Qualifications:

- Minimum of 16 years of age.
- Minimum of one (1) year of experience working with children.
- Excellent communication and leadership skills.
- Valid First Aid & CPR-C Certification.
- HIGH FIVE® Principles of Healthy Child Development (PHCD) certification.

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, Standard First Aid and CPR-C and submission of a Vulnerable Sector Screening are required.
- Must be available to work for the duration of the contract and attend staff training on weekends.
- Hours of work will be between 7:30AM- 6:00PM, Monday to Friday.

Period of Employment:

Anticipated: June 8, 2024 - August 30, 2024

Application Process:

To apply for this position please email a copy of your resume prior to **March 15, 2024, at 4:30pm** to hr@king.ca. When submitting your application, please clearly rank your choice of camps you are applying for. *For example, 1) Sports, 2) Outdoor Education 3) Art.*

Department Head: _____ Date Approved: _____

Supervisor (if applicable): _____ Date Approved: _____

Incumbent: _____ Date Signed: _____