

**POSITION TITLE:**

Day Camp Counsellor

**DEPARTMENT:**

Public Services

**TITLE OF IMMEDIATE SUPERVISOR:**

Recreation Programs & Services Coordinator

**STATUS/HOURS OF WORK:**

Part-time; 40-hour work week; Seasonal

Scheduled hours based on camp schedule of Monday to Friday, 7:30 a.m. to 5:30 p.m., during March Break and mid-June to Labour Day Weekend for the summer. Forty (40) hours of training must occur before the start of camp.

**PURPOSE OF POSITION:**

To engage, supervise and instruct participants in fun, safe and educational camp activities. Take primary responsibility for the health and well-being of all campers. To build leadership skills and be involved in the day-to-day duties of a Day Camp Counsellor.

**RESPONSIBILITIES:**

1. Take primary responsibility for the health, well-being, safety and happiness of the campers.
2. Guide campers in participating successfully in all aspects of camp activities.
3. Supervise, assist and actively participate in all aspects of the camper's day.
4. Provide opportunities for the group so that each individual camper experiences success while at camp.
5. Recognize and respond to opportunities for group problem solving.
6. Ensure camper safety throughout the day, including sign in and sign out by conducting attendance, head counts, and choosing safe environments for activities.
7. Plan and facilitate camp activities for all campers including games, crafts, activities, quiet time, free play, skating, outdoor play, etc.
8. Participate in water and pool activities including swimming at the Thamesford Area Swimming Pool.
9. Set a good example to those around you, respecting campers, peers and staff.

**QUALIFICATION REQUIREMENTS:**

Must be 16 years of age or older.

Standard First Aid CPR (to be completed prior to your first shift).

Vulnerable Sector Criminal Check (to be completed prior to your first shift).

High Five's Principles of Healthy Child Development Certificate (considered an asset).

### KNOWLEDGE AND SKILLS:

Experience in childcare, day camps, organized youth activities.

Able to demonstrate excellent interpersonal skills, problem solving skills, customer service skills and communication skills.

Must have good organizational skills and is punctual and dependable.

Self-starter and able to work with minimal supervision.

The ability to follow safety procedures set by Municipality.

### WORKING RELATIONSHIPS:

**Internal:** Work with other Day Camp Counsellors, the Camp Coordinator, and the Recreation Programs & Services Coordinator.

**External:** Work with parents, campers, clients and the general public.

### UNIFORM REQUIREMENTS:

Township Camp T-shirts will be provided and must be worn during all shifts.