



Town of Antigonish Department of Community Development, Parks and Recreation Division is seeking a **Summer Camp Leader**.

Applications are being accepted for the position **Summer Camp Leader**. Reporting to the Camp Coordinator , this person will assist in Spring/Summer Program planning, registration, and general duties pertaining to the delivery of Spring/Summer Recreation camps and programs.

Interested candidates should submit a resume along with an accompanying cover letter by 12 noon, Friday April 21st, 2023, to: Tricia Cameron at Tricia.Cameron@townofantigonish.ca. Please include the title of the position you are applying to in the subject line of the email.

Applications submitted beyond the closing date and time, or incomplete applications, will not be accepted. We thank all applicants for their interest, however only candidates selected for interviews will be contacted.

THE TOWN OF ANTIGONISH

Position:	Summer Camp Leader
Department:	Community Development – Parks and Recreation Division
Reports to:	Summer Recreation Intern/Camp Supervisor
Status:	Full-Time; Seasonal. June 26 – August 18, 2023
Location:	Town of Antigonish
Salary:	\$14.50/Hour

General Accountability

Reporting to the Summer Recreation Intern/Camp Supervisor, this individual will be responsible for the safe delivery of summer camp programs. In addition, there may be opportunity for this individual to take a role in Town hosted programming.

Working Conditions and Physical Environment

The majority of the workday will be spent in various locations as per the camp schedule, but the home base will be Antigonish Club 60. The employee may be asked to work outside of the 9-4pm day for early and late drop off.

Working Relationships

Internal: Must have a good working relationship with the Summer Recreation Intern/Camp Supervisor and Town of Antigonish Community Development staff.

External: Must have a good relationship with the camp participants, and parents/guardians when called upon.

Responsibilities

- Assist with the development of Summer Camp programs for children aged 5-12 years.
 - Develop age-specific activity plans for theme weeks.
 - Determine program supplies and equipment.
- Implement Summer Camp programs including leading recreational activities, arts and crafts, healthy living activities and field trips.

- Supervise and provide leadership for children participating in Summer Camps to ensure a safe and caring environment that promotes positive child development.
- Assist with set-up and clean-up of all activities.
- Enforce health and safety procedures.
- Assist with the planning and implementation of special events included in the summer programs.
- Other duties as required.

Qualifications

Education and Experience

- Must be a returning student
- Experience in leading children’s programs
- Knowledge in program development
- Excellent conflict resolution skills

Additional Skills and Abilities

- ◆ Organized: Must have high level of organizational skills
- ◆ Knowledge Base: Must have good knowledge base of recreation material
- ◆ Must have exceptional work ethics and the ability to prioritize tasks
- ◆ Must have high customer service standards.

Special Requirements

Employee must have or be willing to attain:

- Current First Aid/CPR;
- Current WHMIS;
- High5 Training
- Criminal Record Check including a Vulnerable Sector Check.

Application

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