

Jericho Youth Services
Summer Camp Counselor Job Description 2023

Position: Summer Camp Counselor

Duration: June 26 – August 25, 2023, 40/hrs per week

Description: Summer Camp Counsellors are responsible for the implementation of a safe, enjoyable and enriching summer camp program for children ages 6-12years. The ideal candidate will be energetic, organized, enthusiastic, positive, kind and have a passion for working with children.

****No vacation or personal time is granted during the contract period. Absences due to illness will require contact with the Camp Director to arrange for coverage.**

Qualifications:

- Minimum 16 years of age, enrolled in secondary school or high school diploma
- Competent use of computer including: MS Office, Internet, Email, etc.
- Experience working with children/youth in a recreational, summer camp, after-school, babysitting or coaching environment.
- Excellent communication and interpersonal skills
- Strong planning and organizational skills
- Must demonstrate strong leadership skills
- Valid CPR and Emergency First Aid
- Level 100 – High Five Certification – Principles of Healthy Child Development
- Comfortable with active participation in swimming and other high energy activities.
- Must attend all staff training dates (TBA)
- Availability to work all 9 weeks.

Responsibilities:

- Report to and under the supervision of the Camp Director through the Camp Supervisor.
- Actively communicate with parents and participants including:
 - a) Greeting participants and parents on arrival, speaking with parents when participants depart, ensuring participants leave with appropriate people.
 - b) Speaking with parents in response to questions, concerns, or information sharing.
 - c) Interacting with participants in large or small groups, or individually, to encourage participation in activities.
- Able to independently and safely plan, lead and implement recreational activities for children/youth efficiently and effectively, including set up and take down.
- Assist with acquiring resources and preparing materials
- Participate in all required Summer Camp Training
- Maintain open communication with the Jericho Summer Camp Supervisor and meet regularly to discuss challenges and achievements (behaviour issues & programming).
- Give support to all participants and volunteers during programming.
- Implement approved Behaviour Management techniques where/when appropriate
- Contribute positively to a fun and valuable camp experience for participants
- Responsible for the overall physical and emotional safety of all participants.
- Supervise program participants during daily activities.
- Keeps a daily log book, recording activities. Prepare and submit camp reports as necessary.
- Participate in weekly staff meetings and be a valuable member of a diverse staff team.
- Provide emergency and/or First Aid assistance when required.
- Arrive 15 minutes prior to scheduled shift and be prepared to stay 15 minutes after scheduled shift to ensure proper preparation and cleanup of facility.
- Be available for shifts between 8:30am – 4:30pm and ½ hour before and/or after care

This job posting and the job description are available at www.jerichoyouthservices.org. Interested applicants are invited to submit a cover letter and resume, clearly describing how the candidate meets the qualifications, along with position and location they are applying for, by no later than 4:30pm on Friday, March 3, 2023 to: evan.jones@jerichoys.org

Jericho Youth Services is an equal opportunity employer committed to diversity and inclusion within the workplace. We will provide accommodations throughout the recruitment, selection and/or assessment process to applicants with disabilities. If you require accommodation at any time throughout the recruitment process, please contact the HR department in advance and we will make every effort to provide appropriate assistance pursuant to the Employment Accommodation Policy. We thank all applicants and advise that only those to be interviewed will be contacted. Personal information is collected under the authority of the Municipal Act and will be used to determine eligibility for potential employment.