



2019 Summer Jobs

Grey Sauble Conservation Authority (GSCA) is currently recruiting applicants for our 2019 summer job positions! We are looking for individuals who are dedicated and passionate about the natural environment to fill several roles within our organization. If you are interested in joining the Grey Sauble team, please submit your resume and cover letter highlighting your relevant job experience prior to the application deadline dates to:

By e-mail: jobs@greysauble.on.ca or

By Mail: Grey Sauble Conservation
237897 Inglis Falls Road, R.R.#4
Owen Sound, ON
N4K 5N6

Subject: Summer Employment

Include: 1. What job(s) you are applying for
2. The date you are able to start work
3. Resume and Cover letter

The following summer jobs in this department are available:

1. Day Camp Supervisor (1 position)
2. Day Camp Assistant Supervisor (1 position)
3. Day Camp Leader (1 position)

(Job descriptions below)



2019 Summer Jobs

Day Camp Supervisor

Job Description

Reporting to the Programs and Communications Planner, the Day Camp Supervisor is responsible for planning, coordinating, and supervising the Grey Sauble Day Camp, as well as training staff and volunteers. The Grey Sauble Day Camp provides programming for approximately 30 campers per day between the ages of 7 and 12.

This position will include, but is not limited to:

- Developing programming/content for Day Camp and updating a manual to be used by staff and volunteers.
- Updating and implementing a safety procedures checklist.
- Conducting inventory and purchasing necessary materials.
- Providing training opportunities and taking a lead role in the operation of the Grey Sauble Day Camp, including planning and implementing games, crafts, and outdoor activities with the campers.
- Ensuring a safe environment for campers, other staff and volunteers.
- Providing lead supervision during outdoor and indoor activities, bus trips, and swimming excursions.
- Maintaining open and effective communication with parents of campers.
- Arranging the necessary materials and equipment for games, crafts, and outdoor/indoor activities.
- Tracking administrative documentation (ie. Signoffs for pickup/drop off, early drop off and late pick up etc.).
- Filing and ensuring completeness of medical and emergency documentation for campers.
- Maintaining clear communication with the Programs and Communications Planner, and other GSCA staff as needed, regarding daily schedules and Day Camp operations.
- Ensuring service excellence.
- Delivering end of Day Camp survey to parents of campers.

Skills and Experience

- Minimum of 2 - 3 years camp programming or related child/youth programming experience.
- Strong leadership, organizational, communication and conflict resolution skills.
- Highly motivated, creative, and adaptable with the ability to provide guidance to other staff and volunteers with minimal supervision.
- Enrollment or completion of an applicable post-secondary program is an asset.
- Knowledge of the natural environment is an asset.
- Valid Standard First Aid and CPR.
- National Lifeguard Service (NLS) Certification is an asset.
- Criminal Reference Check with results satisfactory to Grey Sauble Conservation.

Full Time: (40 hours per week)

Employment: June 24, 2019 – August 23, 2019

Working Conditions: primarily in the great outdoors!

Wage: \$16.00 - \$17.25/hour

Application Deadline: March 8, 2019



2019 Summer Jobs

Day Camp Assistant Supervisor

Job Description

Reporting to the Day Camp Supervisor, the Assistant Day Camp Supervisor is responsible for assisting with planning, coordinating, and supervising the Grey Sauble Day Camp. The Grey Sauble Day Camp provides programming for approximately 30 campers per day between the ages of 7 and 12.

This position will include, but is not limited to:

- Assisting with the operation of the Grey Sauble Day Camp, including planning and implementing games, crafts, and outdoor activities with the campers.
- Ensuring a safe, fun and inclusive environment for campers.
- Providing supervision during outdoor and indoor activities, bus trips and swimming excursions.
- Maintaining open and effective communication with parents of campers.
- Assisting with the preparation of the necessary materials and equipment for games, crafts, and outdoor/indoor activities.

Skills and Experience

- Minimum of one (1) year camp programming or related child/youth programming experience.
- Strong leadership, organizational, communication and conflict resolution skills.
- Highly motivated, creative, and adaptable.
- Enrollment or completion of an applicable post-secondary program is an asset.
- Knowledge of the natural environment is an asset.
- Valid Standard First Aid and CPR.
- National Lifeguard Service (NLS) Certification is an asset.
- Criminal Reference Check with results satisfactory to Grey Sauble Conservation.

Full Time: (40 hours per week)

Employment: June 24, 2019 – August 23, 2019

Working Conditions: primarily in the great outdoors!

Wage: \$14.00 - \$15.50/hour

Application Deadline: March 8, 2019



2019 Summer Jobs

Day Camp Leader

Job Description

Reporting to the Day Camp Supervisor, the Day Camp Leader is responsible for supporting the planning, coordinating, and supervising the Grey Sauble Day Camp. The Grey Sauble Day Camp provides programming for approximately 30 campers per day between the ages of 7 and 12.

This position will include, but is not limited to:

- Supporting the Day Camp Supervisor and Day Camp Assistant Supervisor in the operation of the Grey Sauble Day Camp, including planning and implementing games, crafts, and outdoor activities with the campers.
- Ensuring a safe, fun and inclusive environment for campers.
- Providing supervision during outdoor and indoor activities, bus trips and swimming excursions.
- Supporting the preparation of the necessary materials and equipment for games, crafts, and outdoor/indoor activities.

Skills and Experience

- Camp programming or related child/youth programming experience.
- Strong leadership, organizational, communication and conflict resolution skills.
- Highly motivated, creative, and adaptable.
- Knowledge of the natural environment is an asset.
- Valid Standard First Aid and CPR.
- National Lifeguard Service (NLS) Certification is an asset.
- Criminal Reference Check with results satisfactory to Grey Sauble Conservation.

Full Time: (40 hours per week)

Employment: June 24, 2019 – August 23, 2019

Working Conditions: primarily in the great outdoors!

Wage: \$14.00/hour

Application Deadline: March 8, 2019