



519.376.3076
237897 Inglis Falls Road
Owen Sound, ON N4K 5N6
www.greysauble.on.ca | Protect.
Respect.
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Grey Sauble Conservation Authority (GSCA) is currently recruiting applicants for our 2021 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

Member Municipalities

Municipality of Arran-Elderslie, Town of the Blue Mountains, Township of Chatsworth, Township of Georgian Bluffs, Municipality of Grey Highlands, Municipality of Meaford, City of Owen Sound, Town of South Bruce Peninsula

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, which includes the implementation of COVID-19 safety procedures.
- 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.
- Using Day Camp software to track attendance.
- 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.
- Valid Ontario Class G Driver's License with clean driving abstract is an asset.
- Criminal Reference Check with results satisfactory to Grey Sauble Conservation.

Full Time: (40 hours per week)

Employment: June 29, 2021 – September 3, 2021 (training days for the week of June 21, 2021 TBD)

Working Conditions: primarily in the great outdoors!

Wage: \$17.25 - \$20.50/hour

Application Deadline: March 12, 2021