

SUMMER DAY CAMP ASSISTANT SUPERVISOR

Job Description

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 20 campers per day between the ages of 7 and 11.

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 (giving clear instructions, rules, boundaries, and resolving disputes).
- Ensuring a safe, fun and inclusive environment for campers, which includes the implementation of safety procedures.
- 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.
- Using Day Camp software to track attendance.

Skills, Experience, and Requirements

- Minimum of one (1) year camp programming or related child/youth programming experience.
- Experience working with children ages 7 – 11.
- Strong leadership, organizational, communication, problem-solving, and conflict resolution skills.
- Highly motivated with the ability to take initiative.
- Able to adapt to changing environments and situations with quick thinking and decision-making abilities.
- 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-C with the ability to perform First Aid procedures if necessary.
- Vulnerable Sector Check with results satisfactory to Grey Sauble Conservation.

Full Time: Approximately 41.25 hours/week

Employment: July 2, 2024 – August 30, 2024 (Monday – Friday). Training days in June TBD.

Working Conditions: Primarily works outdoors at the GSCA Administration Centre and other outdoor settings with frequent exposure to various weather conditions.

Wage: \$19.00/hour

Application Deadline: Applications will be received until the position is filled. Please submit your resume/cover letter as soon as possible.

Forward resume and cover letter to:

Grey Sauble Conservation Authority
237897 Inglis Falls Road
Owen Sound, ON N4K 5N6
jobs@greysauble.on.ca

Please quote “Day Camp Assistant Supervisor” on resume/cover letter. Resumes/cover letters submitted electronically must be submitted as one PDF document.

We thank all applicants for their interest. However, only those selected for an interview will be contacted. No phone calls please. Late applications will not be considered.

GSCA is an Equal Opportunity Employer. In accordance with AODA (Accessibility for Ontarians with Disabilities Act, 2005), GSCA will provide accommodations throughout the recruitment, selection and/or assessment process to applicants with disabilities. If you require disability-related accommodations, please inform GSCA Administrative staff. All personal information is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act.