



**THE CORPORATION OF THE TOWN OF AMHERSTBURG
PARKS, FACILITIES, RECREATION AND CULTURE
SUMMER STUDENT PROGRAM
SUMMER CAMP COUNSELLOR
JOB DESCRIPTION**

Nature of Work

Supervision and instruction of children ages 4 to 11 years old in a variety of sports, crafts and recreational activities as a part of our summer camp program.

Controls Over the Work

The Summer Camp Leader will work under the direct supervision of the Supervisor, Recreation Programming and Special Events.

Particulars of the Position

- Number of hours are dependent on enrollment and can range weekly, up to 37.5 hours per week.
- Hours of Summer Camp Operations are 5 days per week, Monday to Friday from 7:30 a.m. to 5:30 p.m.
- Summer Camp is offered July through August.
- Wages to be paid as per the current Part Time Student Wage Grid.

Required Qualifications

- Must have experience in either arts, sports, recreation or combination thereof
- Must hold and maintain Standard First Aid with CPR Level "C" as a condition of employment, proof is required prior to employment.
- A vulnerable sector Police Clearance is required as a condition of employment.
- Completion of HIGH FIVE Quest training is an asset.
- Prior experience working or volunteering in a school, team or camp setting is an asset
- Must enjoy working with children, possess excellent social and problem-solving skills, and be able to provide basic first aid/CPR when required.
- Ability to supervise numerous children and work as a team with other Leaders.
- NLS Lifeguard Certification is an asset.

Duties and Responsibilities

- Provide direct supervision of youth between the ages of 4 -11.
- Ensure facilities, equipment and activities are offered in a safe and enjoyable manner.
- Promote and assure healthy child development through participation and play.
- Assist, lead and instruct in both indoor and outdoor activities; visual arts, crafts, games, sports, free play and weekly excursion.
- Responsible for ensuring that all recreational policies and procedures are followed.
- Understand and adhere to the Occupational Health and Safety Act and Town Health and Safety policies and procedures.
- Perform other duties or tasks as assigned.