



## Neighbourhood Summer Camp Supervisor

Resumes are being accepted for a Neighbourhood Summer Camp Supervisor for the Guelph Neighbourhood Support Coalition. The successful candidate will work as a team member with other staff, volunteers, and parent committee members.

### Duties:

- Complete mandatory training designed to equip staff with the skills to be successful in the position
- Develop a well unified team concept with all members of the team.
- Establish and enforce rules, report any accidents to GNSC Supervisors and complete all necessary forms.
- Act as a resource and supervisory person and support to the summer camp staff in the neighbourhood group summer camps.
- Attend all staff meetings and training sessions.
- Delegate responsibility and follow up to ensure tasks are completed properly.
- Oversee and monitor program plans and implementation of programmed activities in the neighbourhood group summer camps.
- Support and evaluate staff in all areas through continuous feedback.
- Be responsible for the health and safety of summer camp staff, participants and volunteers
- Work co-operatively with staff, leaders-in-training, volunteers, parents, and participants in developing an effective team
- Act as a role model to camp staff, participants and volunteers.
- Interact with staff and participants forming relationships with participants and parents
- Problem solve effectively making decisions based on fairness, consistency and common sense
- Other duties as assigned

### Qualifications:

- Experience related to the duties listed above, normally acquired through education and previous volunteer/work experience with children/youth. Candidates with an equivalent combination of education and experience may be considered.
- Strong interpersonal and self-management skills in order to work effectively with children, youth and adults in a team environment
- An attitude of acceptance, empathy and concern for building healthy relationships
- Commits to encouraging the healthy growth, development and success of children and youth
- Excellent written and oral communication skills
- Valid First Aid, CPR required by date of hire
- High Five Certification in Principles of Healthy Child Development (Parks and Recreation Ontario) an asset
- Completion of Leader In Training Program an asset
- A satisfactory Police Record Check and Family and Children's Services Records Check will be required at time of hire
- Previous camp experience would be an asset

### Benefits to the candidate:

- Develop organizational, supervisory, communication, interpersonal, problem solving, leadership, and program planning skills
- Receive comprehensive training to prepare for the position
- Gain work experience in the fields of recreation and leisure, early childhood education and development, teaching, and community development

**Mandatory training:** Dates in June TBA

**All Candidates will be required to participate in a group hiring process on Saturday May 4, 2011 from 8:30 am – 1:00pm no exceptions will be made.**

**Reports to:** Neighbourhood Development Supervisor

To apply, please forward a cover letter and resume by 4:00 pm on Friday March 22, 2013 to:

Guelph Neighbourhood Support Coalition

10 Carden Street, Unit CW3 Guelph, ON N1H 3A2

Phone: (226) 979-1739

Email: [brendan.johnson@guelphneighbourhoods.org](mailto:brendan.johnson@guelphneighbourhoods.org)

Personal information collected through the recruitment process will be used solely to determine eligibility for employment. We thank all candidates in advance; however, only those being considered for an interview will be contacted.