



# TOWNSHIP OF WEST LINCOLN

## PUBLIC WORKS DEPARTMENT

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### Recreation Services



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**Position:** Camp Leader – Summer Student Position

This person will report to the Recreation & Wellness Programmer and will work with the rest of the staff team to serve campers and parents.

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#### *General Duties*

The general duties of a leader involve the overall care, safety and supervision of a group of 5 to 30 campers. Leaders will accompany their campers to program areas and supervise behaviour in programs, while also taking an active role in the activities. Leaders will assist the Head Leader in implanting age appropriate activities. Leaders will assist as needed during lunch, snack times and with special events and trips.

1. Leaders are responsible for teaching campers respect and responsibility - by role modeling these behaviours in everything they do.
2. Leaders are responsible for the life needs of campers – monitoring the necessary behaviours and habits of each camper and teaching values.
3. Leaders are responsible for campers to have fun – encouraging friendships in the sections, personal knowledge of each camper, planning appropriate activities, knowing camper's programs, using camper ideas for programs, allowing personal time for campers to enjoy at their own pace.
4. Leaders are responsible for the friendships campers develop - with other campers and staff through positive role modeling.
5. Leaders are responsible for the safety of campers – physical safety, emotional safety, and social safety.
6. Leaders are responsible for the sense of belonging campers develop at camp – encouragement; know each camper as an individual, safe atmosphere.
7. Leaders are responsible for the learning of the campers – encouraging new experiences, talking about learning at camp, teaching new skills; ensuring appropriate things are learned, devaluing inappropriate learning.
8. Leaders are responsible for making camp a place to return to – by doing all of the above.

#### *Supervision and Orientation*

The Head Leader for your section of camp supervises the leaders. Over the course of the summer there will be three staff development meetings. One prior to the summer to review the job description, goals, expectations and staff development process, one midway through the summer to review performance and one at the end of the summer as a final evaluation that includes recommendations for future employment.

#### *Candidate Profile*

**Qualifications:**

- Extensive experience working with children
- First Aid and CPR

**Competencies:**

**Teamwork:** Participates actively in a team for organizational effectiveness.

**Communication:** Communicates in a thorough, clear and timely manner and supports information sharing and goal achievement.

**Concern for Health and Safety:** Acknowledges and understands how to manage and educate others of risk or harm reduction (physical, emotional, and social).

**Coaching and Development:** Commits to assisting participants, staff and self in continuous learning and development.

**Commitment:** To Healthy Childhood Development.

**Initiative:** Does the right thing at the right time without being asked.

**Quality Focus:** Ensures that success criteria for self, staff, and programs are set, reviewed and surpassed regularly to provide excellent service delivery.

**Self-Management:** Works independently within prescribed parameters, can discern the relevance of issues and communicate them effectively to Head Counsellor and Recreation Program Manager.

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(Staff Signature, Date)

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(Recreation Program Manager Signature, Date)