



Inspiration. Empowerment. Action.

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Registered Charity: No.

869254425 RR0001

Canada Summer Jobs Camp Leader – On-Site

Roots Community Services Inc. (RootsCS) is a charitable, multi-service organization serving primarily the Region of Peel and Halton's Black, African and Caribbean communities. Through our programs and services, we create pathways to wellness that help empower and inspire clients to build on their strengths and find solutions to overcome the challenges they face.

Hours of work: 35 hours a week
Job term: 9 weeks from June 24 to August 23, 2024
Rate of pay: \$18.50 per hour
Reports to: Program Coordinator, Children's Program
Number of positions: 1
Application Closing date: June 2, 2024

Job Summary

Our summer camp will provide a jumping off point for our campers to learn about basic leadership and social skills in a camp setting, while having plenty of FUN!

The Camp Leader will oversee the day-to-day responsibilities for the summer camp and work closely with the other camp staff, placement students and volunteers to ensure a memorable and meaningful experience for participants ranging from ages 6-16 years. Camp Leader will work collaboratively with the administrative assistant for the coordination, operation, and support of the activities and field trips/events.

General Responsibilities

Leadership

- Maintain high levels of staff morale and conduct by providing mentorship and support to camp teams and volunteers.
- Responsible for the well-being and safety of young children at camp
- Adhere to the policies and procedures of the Roots Community Services Inc.
- Report major issues to Program Coordinator, and Manager, Social Well-Being and Community Development.
- Assist in resolving conflict and managing critical incidents among camp staff, campers, and parents.
- Proactively identify and solve problems and areas of concern for staff, campers and volunteers in a timely manner.
- Conduct staff meetings to ensure the program is running smoothly.

Day to Day Operations

- Organize in-person activities that will engage campers and teach leadership skills
- Build relationships with campers, demonstrating positive role model behaviours.

36 Queen Street E., Lower Level Brampton ON L6V 1A2 Canada

- Lead activities that are safe, fun, challenging and promote the development of campers’ leadership skills.
- Ensure activities are safe, fun, challenging and promote the development of campers.
- Lead the delivery of in-person camp activities and field trips/events.
- Be respectful of and interact professionally with staff, volunteers, campers and parents.

Administrative

- Responsible for evaluating activities on an ongoing basis,
- Working with Administrative Assistant to ensure weekly reports and end of camp reports are completed
- Other duties as assigned.

Qualifications

- Post-secondary education.
- Experience working with children/youth.
- Knowledge of children/youth programs.
- Excellent leadership, organizational and time management skills.
- Experience working within a cultural, anti-racism, anti-oppression framework.
- Embrace diversity and inclusion.
- Enthusiastic, empathetic, professional with a positive attitude.
- Excellent organizational and time management skills.
- Outstanding communication skills, including written, oral and listening.
- Understand the need for confidentiality and have a strong work ethic.
- Knowledge and ability to research community services networks in Peel & Halton region.
- Ability to work independently and as part of a team.
- Creative and able to foster a fun learning environment.
- Computer and Google Suite proficient.

Supporting Documentation

- Have a valid Social Insurance Number at the start of employment and be legally entitled to work in Canada in accordance with relevant provincial or territorial legislation and regulations.
- Provide a recent and valid Vulnerable Sector Check if over the age of 18 years old.
- References from three individuals.

Canada Summer Jobs Eligibility Criteria

Applicants must:

- Be between 15 and 30 years of age at the start of the employment;
- Be a Canadian citizen, permanent resident, or person to whom refugee protection has been conferred under the *Immigration and Refugee Protection Act* for the duration of the employment; **International students are not eligible.**

Please forward your application with a cover letter by email to camp@rootscs.org, with the subject line **Camp Leader**. Please note that we will be reviewing applications as they are submitted. We thank all who apply for this position; however, only those candidates selected for an interview will be contacted.