



## **DAY CAMP COUNSELLOR**

Job Posting #: 2023 – 17

**Hourly Rate: \$16.55 + 4% vacation pay**

**Location: Baltimore & Bewdley Arena, Cold Springs Hall**

The Township of Hamilton is a rural/urban community nestled between Lake Ontario and Rice Lake in Northumberland County, one hour east of Toronto and next door to the Town of Cobourg. With a population of approximately 11,000 residents the Township offers a delightful blend of the Oak Ridges Moraine, active farms, residential subdivisions and estates, historic villages, waterfront and tourism.

The Township is situated within the traditional territory of the Mississauga Anishinaabeg and Chippewa nations, collectively known as the Williams Treaties First Nations. Our work on these lands respectfully acknowledges their resilience and their longstanding contributions to the area now known as the Township of Hamilton.

All positions in the Corporation of the Township of Hamilton support the Township's vision of making life better everyday by creating a vibrant and sustainable township we are all proud to call home. Employees demonstrate empathy and respect in all interactions, and are committed to service excellence.

As part of our mission to provide effective and efficient services to our residents, the Township is now accepting resumes from qualified applicants for the position of Day Camp Counsellor.

The purpose of the **Day Camp Counsellor** position is to plan and implement safe and diverse programs for camp participants aged 4-12 years during the Winter break (January 2-5, 2024) and March break (March 11-15, 2024).

### **MAIN RESPONSIBILITIES:**

- Develop, supervise and participate in camp-wide programming activities with campers aged 4-12 years.
- Assists Recreation Programmer in overseeing Camp participants by facilitating safe, planned activities.
- Ensure safe delivery of camp programming by following the Municipalities' policies, procedures, and guidelines.
- Provide adequate supervision and managing camp participants behaviours with the support of the Recreation Programmer.



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- Collaborate with Recreation Programmer and other Camp Counsellors to provide an inclusive environment, resolve concerns and plan the camp day.
- Respond to emergency situations including performing First Aid and if required, provide documentation regarding the incident that occurred.
- Respond to inquiries and provide quality customer service to Camp participants, parents/guardians, and the general public, referring concerns to appropriate staff as required.
- Actively involved in leading activities during camp hours.
- Responsible for all daily opening and closing procedures for camp.

**EDUCATION AND EXPERIENCE REQUIRED:**

- Currently enrolled in Highschool.
- Experience working with children.

**SPECIALIZED SKILLS REQUIRED:**

- Good organizational and student leadership skills.
- Ability to deal courteously and effectively with day camp participants, staff, parent/guardians and the general public.
- Self motivated, confident and approachable.
- Patient, kind, and reliable
- Familiarity with various indoor and outdoor children's activities
- Standard First Aid with CPR C (If hired must be obtained by March 1, 2024, for March Break Camp and June 24, 2024, for summer camp).

The Corporation of the Township of Hamilton is committed to providing barrier-free and accessible employment practices in compliance with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act (AODA). Should you require accommodation through any stage of the recruitment process, please make them known when contacted to schedule an interview and we will work with you to meet

**Interested applicants should forward a PDF copy of their cover letter and resume (one document preferred) in confidence to the attention of [hr@hamiltontownship.ca](mailto:hr@hamiltontownship.ca) by 4PM on December 1, 2023.**

While we appreciate all applications, only those to be interviewed will be contacted. We do not retain unsolicited applications.