



Job Posting

Team Lead, Day Camps

Kingston YMCA

Employment Category: Term Contract

Hours: Flexible work schedule required

Compensation: \$15.50 - \$17.00

Placement Date: May 25 to September 3

Our Mission:

The YMCA in Canada is dedicated to the growth of all persons in spirit, mind and body, and to their sense of responsibility to each other and to the global community.

Our Vision:

Our values are caring, honesty, respect, responsibility, and inclusiveness. These are central to our mission, guiding our behaviors, attitudes, and actions.

Nature and Scope:

The Team Lead, Day Camps will ensure that counsellors are guiding children in their physical, social, mental, and emotional development in accordance with the philosophy of the YMCA of Eastern Ontario.

Responsibilities:

Reporting directly to the General Manger, Health Fitness and Aquatics, the Team Lead, Day Camps is responsible for:

- Assisting with recruitment, evaluation, and training of day camp staff and volunteers
- Coordinating and ensuring the accuracy of all attendance records and rosters
- Maintaining an efficient flow of information to ensure that staff, and parents are well informed.
- Demonstrating and maintaining good judgment, dependability and flexibility
- Preparing well-balanced and inclusive camp activities
- Facilitating and participating in a variety of activities including outdoor games, crafts, music, science and sports
- Providing informative phone calls to parents to welcome campers the week prior to camp
- Ensuring that all communication is clear, professional and effective
- Building positive interactions with staff, campers, parents and the community
- Acting in a manner that is in accordance with the YMCA mission and vision
- Being responsible for the ongoing operation and management of multiple camp sites
- Following/enforcing all relevant Covid-19 protocols, including screening of all campers
- Ensuring the safety and security of campers and staff members at all times
- Meeting or exceeding all standards required by the YMCA and other third party governing bodies.



Qualifications:

- Criminal Reference Check (CPIC) including Vulnerable Sector Check completed not more than 120 days prior to interview, with results acceptable to the YMCA of Eastern Ontario
- Current Standard First Aid and CPR level "C"
- Minimum of 2 years experience as a camp counsellor, or related experience working with youth
- Experience in planning and delivering recreational, sport, and outdoor education programs
- Experience in a leadership role
- A high level of maturity
- Good interpersonal skills
- Excellent organizational and administrative skills

Competencies

- *Stress of multiple demands*
- *Leadership and supervision*
- *Interpersonal skills*
- *Communication*
- *Problem Solving*

Please apply, in writing, with a résumé and cover letter and application form found at www.eo.ymca.ca by May 15th 2021 to:

Brittiney Poffley, General Manager

YMCA of Eastern Ontario
100 Wright Crescent
Kingston, Ontario K7L 4T9
Tel: 613-546-2647 ext. 248
Fax: 613-549-0654
Email: brittiney.poffley@eo.ymca.ca

We appreciate your interest in a career opportunity with the YMCA of Eastern Ontario. Please note that only those selected for an interview will be contacted. Candidates invited for an interview will be required to submit three professional references.

The YMCA of Eastern Ontario is committed to an environment that is barrier free. If you require accommodation during the hiring process, please inform us in advance so that we can arrange reasonable and appropriate accommodation. The YMCA of Eastern Ontario values the diversity of people and communities and is committed to excellence and inclusion in our Association.

This position has been posted internally and externally.