



THE CORPORATION OF THE TOWNSHIP OF KING JOB DESCRIPTION

JOB TITLE: Camp Counsellor – Heritage

CLASSIFICATION: Seasonal/Camp

DEPARTMENT: Parks, Recreation & Culture

SALARY LEVEL: \$14.00/hour

LOCATION: King Heritage and Cultural Centre
2920 King Road, King City

JOB PROFILE:

Function:

Implements and engages camp participants in interactive activities including organized arts and crafts, singing, sports activities and games while maintaining a safe environment.

Reports to:

- Museum Curator

Supervision Responsibilities:

- None.

Duties and Responsibilities:

- Maintains safety and supervision of all campers.
- Assists in the implementation of daily camp programming.
- Assists in maintaining accurate program records including incident reports and daily attendance.
- Staff will follow and practice the HIGH FIVE – Principles of Healthy Child Development (Participation, Play, Mastery, Friends, and Caring Adult).
- Organizes and leads a variety of small and large group activities daily.
- Assists with the mentorship of volunteers and weekly evaluations.
- Hours of work will be between 7:30AM – 6:00PM, Monday to Friday.
- Assists Program Coordinators in the following program areas:

✓ Art and Art
Instruction

✓ Archeology

✓ Drama and
Theatre

✓ Dance

✓ Photography

✓ History / Museum

Qualifications:

- Minimum of 16 years of age.
- Minimum of one (1) year of experience working with children.
- Excellent communication and leadership skills.
- Valid First Aid & CPR C Certification.
- High Five Principles of Healthy Childhood Development Certification.

Conditions of Employment:

- Required to work outside and follow all operating procedures and safety policies of the Township of King.
- Required to deal courteously and effectively with the general public, staff and other departments.
- Upon hire, completion of HIGH FIVE Principles of Healthy Child Development, Standard First Aid and CPR C and submission of a Vulnerable Sector Screening are required.
- Must be available to work all ten (10) weeks of the contract.

Period of Employment:

June 20, 2019 – August 30, 2019

Application Process:

To apply for this position please email a copy of your resume prior to February 15, 2019 to hr@king.ca.

Department Head: _____

Date Approved: _____

Supervisor (if applicable): _____

Date Approved: _____

Incumbent: _____

Date Signed: _____