

Canterbury Hills Camp

509 Lion's Club Rd.
Ancaster, ON L8R 2L3
Phone: (905) 648-2712 x3
Email: director@canterburyhills.ca



Position: Resource Team Member

Type of Position: Spring/Summer Contract, Full-Time

Start/Finish Date: May 1 – August 24, 2019 (with some hiring roles before May 1)

Context: Canterbury Hills Camp is located in the heart of the Dundas Conservation Authority. With over 50 years of camping history, Canterbury Hills has provided a place where forever memories are made. Children and youth have an opportunity to explore nature, creativity, and personal development through our unique program. Based on the philosophy of child-centered, unit based, and decentralization, campers at Canterbury Hills are able to tailor their own session with their unit, based on their needs and interests as they learn cooperation and leadership.

Qualifications:

- Current Standard First Aid & CPR C Certification
- National Lifeguard certification (NL) is an asset
- Challenge Course Certifications – ACCT Level 1 or 2 (or willingness to obtain)
- Police Reference Check with Vulnerable Sector Screening (less than 3 years old)
- Previous experience working in a summer camp
- Previous experience in a supervisory role (preferred)
- Ability to work in a team leadership environment
- Competent soft skills in building positive relationships with campers, staff and parents
- Willing to live residentially at the camp from June 21st to August 24, 2019

Job Description

1. A responsibility and expectation for care, leadership, safety and supervision of all campers and staff:

- Being a positive role-model for staff, parents, campers and other people associated with the camping program
- Being present and attentive to the needs of staff and campers at all times
- Providing a safe and healthy environment for all campers and staff
- Providing necessary resources to staff for the execution of all roles
- Providing training, evaluation and ongoing feedback for all staff
- Providing effective communication of information with other members of the Resource Team
- Sharing in the making and implementation of decisions for the daily operations of the camp
- Ensuring all documentation and record keeping has been completed accurately and in a timely nature
- Maintaining good public relations with campers' parents/guardians

2. A responsibility and expectation to contribute positively to working in a team relationship with all staff members:

- Sharing the workload and responsibilities with other members of the Resource Team based upon skills, abilities, availability and equity
- Effectively communicating the needs and concerns of campers and staff to the other members of the Resource Team
- To demonstrate effective communication within the Resource Team
- Consulting with, and reporting to, other members of the Resource Team
- Facilitating the learning and growth of all staff members
- Teaching skills to staff
- Role-modelling a positive contribution to working in a team relationship to the staff team at all times
- Maintaining confidentiality within the Resource Team

3. A responsibility and expectation for personal care, growth and learning:

- Personal goal setting and ongoing self-evaluation
- Utilising the resources of other members of the Resource Team, staff and campers
- Role-modelling personal self-care including health and well-being
- Role-modelling personal leadership through effective time management and scheduling of personal appointments
- On-going skill development

4. A responsibility and expectation for community living issues:

- Maintaining professionalism at all times
- Preparing for the summer camping season
- Planning and implementing all staff training events
- Active involvement in planning, facilitating and providing resources for staff and campers
- Care of equipment and facility
- Working effectively with year-round and seasonal staff of Canterbury Hills
- To maintain appropriate boundaries with members of the staff community at all times
- Ensuring all community policies and procedures are maintained

5. A responsibility for other duties as may be required:

- Recognizing that these are not the only duties to be performed some duties may be re-assigned and other duties that may be assigned from time to time.

Accountability

- As an employee of Canterbury Hills Camp, a Resource Team member is accountable to the Board of Directors.
- For the performance of day to day duties, a Resource Team member is accountable to the Camp Director.

2019 Dates

- Open House: TBD
- May Training: Fri. May 17 to May 19
- RT move-in to Artaban lodge - June 21st
- Staff Training Week: June 26th (evening) to July 3rd (afternoon)
- Camp sessions begin: Mon. July 8th
- 8 weeks of Overnight/Day sessions through July and August
- Camp sessions end: Fri. Aug. 23rd
- Staff clean-up and closure: Sat. Aug. 24th

Canterbury Hills Camp is affiliated with the Diocese of Niagara, Anglican Church of Canada

Mailing Address: c/o 252 James Street North, Hamilton, ON L8R 2L3

Website: www.canterburyhillscamp.ca

Canterbury Hills Camp is an accredited member of the Ontario Camping Association.

