

Canterbury Hills Camp

509 Lion's Club Rd.
Ancaster, ON L8R 2L3
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Position: Resource Team Member

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

Start/Finish Date: May 2 – August 27, 2022 (with some hiring duties prior to May 2)

Context: Canterbury Hills Camp is located in the heart of the Dundas Valley Conservation Area. With over 60 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.

Following two summers of modified programs in response to the Covid-19 pandemic Canterbury Hills is looking forward to reintroducing overnight camp and adventure camp programs alongside our day camp program for summer 2022. The Resource Team works collaboratively with the Camp Director to oversee all aspects of the summer camp program. All team members balance team and individual responsibilities throughout the work term.

All Members of the Resource Team will:

- Have strong leadership, initiative, organizational, and administrative skills and ability to work in a team environment
- Be able to initiate, support, and encourage spiritual growth of campers and staff
- Be able to relate well to a variety of ages and demonstrate an ability to mediate, facilitate, and build unity among staff
- Enjoy working with children and possess relevant soft skills in youth interaction
- Exhibit commitment to serving campers and staff as per the mission and values
- Welcome all and celebrate diversity within Canterbury Hills Camp
- Have previous experience working in summer camp (preferred), or equivalent experience. Previous experience in a supervisory role considered an asset
- Submit a Police Reference Check with Vulnerable Sector Screening prior to start of employment
- Obtain Standard First Aid & CPR C Certification prior to start of employment
- Be willing to live onsite from mid June - August 27, 2022

Additional Qualifications considered an asset:

- NL (National Lifeguard) certification
- Challenge Course Certification - ACCT Level 1 or 2
- Valid G class drivers license
- Ontario Food Handlers Certificate

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-modeling 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-modeling personal self-care including health and well-being
- Role-modeling 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.

Key Dates for 2022

- May Staff Training Weekend: May 13th - 15th OR May 20th - 23rd (final dates to be confirmed)
- RT move-in to Artaban lodge - June 20th
- Staff Training Week: June 30th (evening) to July 8th (afternoon)
- Camp sessions begin: Sunday, July 10th
- 7 weeks of Overnight/Day sessions through July and August
- Camp sessions end: Friday August 26th
- Staff clean-up, debrief, and celebration: Saturday August 27th

Applications to be submitted at canterburyhills.campbrainoffice.com

Application deadline **January 9th 2022**

Select candidates will be contacted to arrange an interview

Canterbury Hills Camp is an equal opportunity employer. We are committed to promoting equity, inclusion and diversity within our workplace and greater community. We work to develop a barrier-free selection process and inclusive work environment that is increasingly representative of the communities we live and work in, and where all team members are able to express ideas, opinions and experiences.

We welcome applications from all qualified individuals with an interest in advancing our mission, vision and values, and assisting us in deepening our commitment to Anti-racism/Anti-oppression. We especially encourage applications from members of historically disadvantaged and under-represented groups, including those who identify as Black, Indigenous and People of Colour, persons with disabilities, newcomers to Canada, and/or LGBTQ2S+. If contacted for a job opportunity, please advise us of any accommodation measures required to enable you to be assessed in a fair and equitable manner. Information received will be addressed in confidence.



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



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