

Summer Camp Counsellor- Full-Time (Contract)

About Us

Malvern Family Resource Centre (MFRC) is an essential and trusted Community Hub that connects, engages, and takes collaborative action in supporting our communities to thrive. We use our public spaces, and our deep and authentic connections, to bring people together with a focus on those that need us the most. Each year, MFRC provides impactful, holistic, and highly accessible programs and services to several thousand children, youth, families, women, newcomers, and seniors.

Summary:

We are seeking enthusiastic and responsible individuals to join our team as Summer Camp Counselors. As a Camp Counselor, you will play a pivotal role in creating memorable experiences for campers, fostering a safe and inclusive environment, and facilitating various activities and programs. Reporting to the Program Coordinator, this position offers a unique opportunity to positively impact the lives of children ages 4-13 years old and contribute to their personal and social development through engaging outdoor adventures, team-building exercises, and skill-building activities.

To be qualified for this position under the Canada Summer Jobs Program, you must also:

- **Be between 15 and 30 years of age at the start of employment.**
- **Be a Canadian citizen, permanent resident, or person to whom refugee protection has been conferred under the Immigration and Refugee Protection Act for the duration of the employment.**
- **Have a valid Social Insurance Number at the start of employment and be legally entitled to work in Canada in accordance with relevant provincial or territorial legislation and regulations.**

Responsibilities:

- Supervise and ensure the safety of campers during all activities, including outdoor excursions, games, and crafts.
- Lead and facilitate group activities, games, and events that promote teamwork, leadership, and personal growth.
- Foster a positive and inclusive environment where campers feel supported, respected, and encouraged to participate.
- Serve as a mentor and role model to campers, promoting character development, communication skills, and problem-solving abilities.
- Collaborate with fellow counselors and camp leadership to plan and implement daily schedules, special events, and themed activities.
- Assist with the setup, organizing, and cleanup of spaces, equipment, and supplies.
- Communicate effectively with campers, caregivers, and community members to address concerns, provide updates, and ensure a positive camp experience for all.
- Adhere to camp policies, procedures, and safety guidelines at all times.
- Perform required administrative duties, such as attendance, program plans, incident reports, and monitoring facility's needs.
- Be alert to campers needs and support/assist with campers needs; discuss with coordinator and/or caregivers when appropriate
- Facilitate campers' problem solving through active listening, guidance, and conflict mediation.
- Other duties as assigned by administrative staff.

Necessary Skills/Qualifications:

- Previous experience working/volunteering with children in a camp, educational, or recreational setting preferred.
- Program planning skills a strong asset.
- Excellent communication, interpersonal, and leadership skills.
- Demonstrate knowledge of a variety of social, creative, recreational, and cultural activities.
- Ability to work collaboratively in a team environment and adapt to changing situations.
- Strong organizational skills with attention to detail
- Willingness to work with all ages (4- 13 years old)
- Enthusiasm for outdoor activities, adventure, and environmental education.
- Behavior Management and other related training courses such as High Five are an asset.
- Current CPR and First Aid certification (or willingness to obtain prior to start date).
- Background check clearance required.

Period of Employment:

- Work term begins July 2nd, 2024 - August 23rd, 2024.
- 37.5 hours/week at \$18 per hour (8 weeks)
- Required training Monday, June 24- Friday June 28, 2024.
- Shifts- Monday-Friday between 8:00AM - 5:00PM

Application Procedure:

Please send your resume and cover letter by e-mail to drobinson@mfrc.org as one document with the subject line **"Summer Camp Counsellor"** of the email and the attachment as: **FirstName_LastName_ Summer Camp Counsellor** in pdf format by **Monday, April 12th, 2024**

MFRC is an equal opportunities employer. We embrace diversity and are committed to becoming an anti-racist organization. Our goal is to attract and retain highly talented Black, Indigenous, and people of color from diverse backgrounds, allowing the Malvern community to benefit from a wide variety of experiences and perspectives that will shape our programs and services.

If you are contacted by MFRC regarding a job opportunity and need accommodation through the hiring process, please contact Dominique at drobinson@mfrc.org.