



Renfrew Park Community Centre

2929 East 22nd Avenue, Vancouver, BC, V5M 2Y3

(P) 604 257-8388 (F) 604 257-8392

renfrewcc@vancouver.ca

Employment Opportunity: 2024 Summer Day Camp Leader (Jr/Sr)

Scope of Work

This position involves direct supervision and leadership with children, administrative duties and the overall supervision of day camp staff and volunteers. Candidates should be highly organized with strong leadership skills and past experience in day camp programs. This program is held in a combination of a day camp and classroom setting. Positions may be based out of Renfrew Park Community Centre or Falaise Community Hall.

Responsibilities

- Responsible for the safety, leadership and supervision of children between the ages of 6 to 12 years
- Ensures proper cleaning and COVID19 protocols are adhered to.
- Assists in the planning and organization of activities for children.
- Lead programs and activities under the direction of the Day Camp Supervisor
- Discipline children using teaching, encouragement and natural and logical consequence methods
- Assists with program promotion
- Maintains good communication with parents, children and staff team.
- Responds to first aid needs and unusual incidents
- Cleans up and secures room as per COVID19 protocols.

Qualifications

- Previous experience working in a day camp setting
- Excellent organizational, interpersonal and communication skills
- Diverse knowledge of activities and outings suitable for children 6-12 yr olds
- Demonstrates knowledge in dealing with emergencies, unusual incidents and behavior challenges
- Ability to work independently and contribute positively to a team environment
- Familiarity and knowledge of computer software Microsoft Word or Publisher
- Demonstrates high levels of initiative and resourcefulness
- Knowledge of Play it Fair! Toolkit is an asset <www.equitas.org/toolkit>
- Valid First Aid & CPR certification
- Ability to speak a second language an asset, particularly Cantonese or Mandarin
- Familiarity with and sensitivity to providing services in a multi-cultural community

Necessary Conditions for Consideration

- Required to complete a Vulnerable Sector Police Information Check (PIC)
- This position is made possible by the Canada Summer Jobs funding; all positions are subject to funding approval
- In compliance with Canada Summer Jobs funding, applicants must be able to work full time (30-40hrs/week) weekly during the project period.
- 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; and,
- Be legally entitled to work in Canada in accordance with relevant provincial or territorial legislation and regulations.

Terms of Employment

- Rate of pay \$19.25-\$21.00/hr +4-6% in lieu of benefits (wage based on experience with day camps)
- Staff are expected to be available full time (35hr/week): Jun 24-Aug 30 (Renfrew) or Jun 24-Aug 23 (Falaise)
- Training and planning hours are available prior to Jun 24. Mandatory Training sessions are required;
 - o City-Wide Day Camp training on Sat Jun 15; other training dates TBA.

** Some variations in scheduling may be necessary to accommodate pre-program tasks and training*

Please send your resume no later than May 10, 2024 to:

Attn: **Nick Fong, Recreation Programmer, Renfrew Park Community Centre,**

Email: nick.fong@vancouver.ca

We thank you for your interest in this position, however, only those applicants who are short-listed will be contacted.