

May 2, 2018

Internal/External Job Posting:

Lead Summer Day Camp Senior Counsellor

1 Temporary Full-Time position

Posting Number: 2018-006

Davenport-Perth

Neighbourhood and Community Health Centre



Davenport-Perth Neighbourhood and Community Health Centre (DPNCHC) is a multi-service community agency committed to furthering community development/capacity building and health promotion activities for all ages. A United Way Agency, the Centre specializes in programs ranging from early years to youth, isolated adults, health and seniors. **The Lead Summer Day Camp Senior Counsellor** will work in consultation with the Youth Program Worker, the Manager of Children, Youth and Adult Services and in cooperation with other summer camp staff to ensure a high quality, safe, healthy and creative summer program for children between 6 and 12 years of age.

Responsibilities:

- Assist Program Worker in the planning and implementation of the summer program
- Provide leadership and peer-support to other members of the program team
- Provide appropriate supervision to groups of children of an age specific group on and off site
- Assist in the supervision of volunteers
- Act as a positive role model for participants, other staff and volunteers
- Assist in the implementation of a series of thematic projects/activities, events and outings for an assigned group of children based upon the program plan and summer day camp themes
- Assist in maintaining and submitting required records on a daily basis
- Assist in exchanging information, resources and maintain good relations with other community organizations and local community residents and businesses regarding the Summer Day Camp
- Actively participate in maintaining excellent relations with the parents/guardians of children who are attending the Summer Day Camp
- Promote the involvement of program participants and their families in Centre activities and in the decision making structure of the Centre
- Perform other relevant duties as assigned

Qualifications:

- Due to funder requirements applicants must be between 15–30 years of age at the start of employment; have been registered as full-time students in the previous academic year and intend to return to school on a full-time basis in the next academic year; be a Canadian citizen, permanent resident, or a person to whom refugee status has been conferred
- At least 3 years previous summer day camp or other recreational or socially-based program experience working with children 6 through 12; experience working with diverse youth populations in a community based-setting is an asset
- Demonstrated ability to work effectively as part of a team in a leadership capacity, as well as work independently; must be creative, enthusiastic, energetic and able to provide encouragement to peers and participants
- Demonstrated knowledge/understanding of effective practices and guidance related to children 6 through 12
- Must have at least 2 years of post-secondary education in child and youth work, social work, recreation, physical education, arts, education or related field
- Demonstrated organizational and time management skills
- Current First Aid and CPR certification are mandatory upon employment
- Strong English language writing/oral communication skills
- Capable of facilitating in a positive, enthusiastic and encouraging manner a group of young and energetic children and able to use positive child management techniques
- Ability to speak a second language (Portuguese, Spanish is an asset)
- Knowledge of or living in the Davenport West community the DPNCHC catchment is an asset

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Salary: \$18.00 per hour, plus statutory benefits. This position is not part of the bargaining unit.

Contract/Hours: June 18 – August 17, 2018; Monday to Friday (30 - 35 hours per week)

Submit resume & cover letter, including in subject line: Posting No. 2018-006 to hire@dpnchc.ca or mail to 1900 Davenport Rd, Toronto, ON M6N 1B7.

Due Dates: Internal Applicants: 5 pm, May 10, 2018. External Applicants: 5 pm, May 15, 2018.

Davenport-Perth Neighbourhood and Community Health Centre encourages applications from candidates, whose background is diverse in terms of culture, race, language, religion, class and gender /sexual orientation. Reasonable accommodation or any other special needs will be provided in all parts of the hiring process. If you require any accommodation, please advise Human Resources. As a condition of employment, all prospective employees will be required to undertake a Vulnerable Sector Screening with Police Services. Only applicants selected for interviews will be contacted. No phone calls please. DPNCHC is a perfume free environment.



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