

May 2, 2018

**Internal/External Job Posting:**

Summer Day Camp Senior Counsellors  
2 Temporary Full-Time positions  
Posting Number: 2018-007

**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 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:**

- 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 2 years previous summer day camp or recreational program experience or experience working with children 6 through 12
- Demonstrated knowledge/understanding of effective practices and guidance related to children 6 through 12
- Experience or training/education in arts and crafts, athletics, recreation, child development, behaviour management
- Ability to take direction and work cooperatively with supervisor and as part of a team
- 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 Davenport West region and the DPNCHC community is an asset
- **Must be available for one week of paid training June 25 – 29, 2018**

**Salary:** \$16.00 per hour, plus statutory benefits. This position is not part of the bargaining unit.

**Contract: Mandatory Training:** **Monday, June 25<sup>th</sup> to Friday, June 29<sup>th</sup>** (35 hours)  
○ **Camp Session One:** **Tuesday, July 3<sup>rd</sup> to Friday, July 20<sup>th</sup>** (40 hours/ week)  
○ **Camp Session Two:** **Monday, July 30<sup>th</sup> to Friday, August 17<sup>th</sup>** (40 hours/ week)

**Submit resume & cover letter, including in subject line:** **Posting No. 2017-007** to [hire@dpnchc.ca](mailto: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.