

Summer Camp Leader

Under the direction of the Resource Opportunities Centre, the Recreation Program Instructor - Day Camp will:

- Lead and engage in Summer Day Camp programming and activities (ie. Games, sports, crafts, etc) and provide supervision to children ages 2.5-11 years. Daily duties include:
 - greeting participant / parents
 - participating in & delivering planned activities
 - distribution and collection of permission slips
 - documenting and communicating incidents, accidents or damages
 - recording and reporting program attendance
- Present activities in a way that is fun, engaging and develops the appropriate skills.
- Treat all students and staff in a respectful, responsible and fair manner, respond appropriately to student initiated interactions and demonstrate fair judgment when coping with chaotic or conflicting situations.
- Implement HIGH FIVE Principles of Healthy Childhood Development
- Maintain confidentiality as the norm in all issues related to students and parents.
- Provide a safe and positive environment for all participants, ensuring safe rules are established according to policies and procedures set forward by the program.
- Provide quality customer service and interact professionally with all program participants, staff, parents and the public.
- Participate in training and planning sessions as required
- Work with centre staff and support community initiatives as required
- Employ standard health practices

Requirements for Hire:

- First Aid, CPR, High Five and WHIMS or willingness to obtain
- At least one season/summer of experience leading children/youth in a recreation setting (preferred)
- Be between 15 and 30 years of age at the start of the employment (requirement as per funding agreement)
- 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.
- Be legally entitled to work according to the relevant provincial legislation and regulations.
*International students are not eligible. Recent immigrants are eligible if they are Canadian Citizens or permanent residents.
- Successful screening through Child Abuse Registry & Criminal Record Check.
- Note: proof of all of the above will be required.

Skills & Competencies:

- Experience supervising staff & volunteers
- Experience delivering recreational programs / providing child care (preferred)
- Excellent communication and interpersonal skills
- Highly motivated, personable & well organized
- Experience working with the public (all ages), especially children and youth
- Demonstrated ability to work independently and as a team member
- Drivers license, access to a vehicle *or* reliable transportation as the PRCC is not located on a public transit route.

Salary & Hours:

The starting wage for this position is \$15.70/hr. Hours are 30-35 hr/week, daytime between 7am - 6:00pm, Monday to Friday. Candidates must be available to work as early as 6:45am or as late as 6:00pm.

Contract Duration:

End of June 2025 - August 30, 2025. In person training sessions will happen during the month of June.

Application Instructions:

1. Send cover letter & resume via email to admin@prospectcommunities.com. Please include position title in the subject line.
2. Drop off cover letters & resume to 2141 Prospect Road, Hatchet Lake, Nova Scotia, B3T-1S1. Please enclose in a sealed envelope with the position title noted on the envelope.

Application Deadline:

May 31, 2025- Only candidates selected for an interview will be contacted. Interviews will be scheduled following the application deadline.

Work Location:

Prospect Road Community Centre
2141 Prospect Road, Hatchet Lake

***NOTE:** The PRCC is not located on a public transit route. All candidates must have a driver's license, access to a vehicle and/or reliable transportation