

**Heartland Forest Nature Experience
Job Description**

Summer Camp Counsellor

Reports To: Forest Discovery Program Director
Hours: 15-20 Hours per week
Start Date: Monday, June 22nd, 2020
End Date: Friday, August 28th, 2020

Summary:

Responsible for supporting the planning, leading, and implementing of core and non-core programs and experiences for children in a small group setting. Provides a warm and friendly environment by greeting campers and engaging with campers throughout the camp day. Relates professionally and with respect to kids, youth, parents, caregivers and the summer camp staff team. Heartland Forest Summer Adventure Camp runs outdoors rain or shine in a forested area promoting outdoor experiential environmental education and physical fitness.

Responsibilities:

All essential job responsibilities will be executed in accordance with Heartland Forest's Administrative policies.

Day Camp Responsibilities:

- Participates in all activities with the campers in an energetic and enthusiastic manner
- Sets up and cleans up daily activities
- Cares for and leads activities for children as directed
- Ensures safety and security of each child within grouping
- Support modifications and supports for special needs campers under the direction of the Group Leaders and Inclusion Counsellors
- Perform other related duties as assigned by Group Leaders
- Participate in staff training prior to camp as well as weekly staff meetings either before or after camp hours as determined by Camp Director
- Assist with program evaluation
- Some physical labor involved (moving firewood, chairs, tables and large game pieces / equipment)

Competencies:

- Ability to plan and organize
- Ability to work effectively within a diverse team environment
- First Aid and CPR certified
- Clear vulnerable sector screening, Valid Ontario G License and/or access to a vehicle required
- Consistent attitude of compassion for others
- Candidate should be energetic, enthusiastic, caring, and have a love of the outdoors
- Commitment to 'doing their best'

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Education, Experience, Licenses and Certificates:

- Experience working with children in an outdoor setting is an asset
- Experience working with special needs an asset
- Familiar with circle games, icebreakers and other children's games an asset

Safety:

- Supports the corporate Occupational Health & Safety initiatives by incorporating safe work practices into daily work routine
- Reports any unsafe conditions or observed unsafe work practices to Camp Director

Work Conditions:

- Required to work outdoors, in a variety of weather conditions and able to walk distances over uneven terrain
- Able to educate with enthusiasm regardless of weather conditions
- May be required to work some evenings and weekends
- Some physical labor involved (backpacking and some lifting involved, for example: moving firewood, chairs, tables and light landscaping)

Note: This job profile indicates the general nature and level of work expected of the incumbent. It is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities required of the incumbent. The incumbent may be asked to perform other duties, which may be assigned from time to time.