



Position Title: Assistant Campcraft Director
Program: Christie Lake Kids Camp Program
Reports To: Camp Director
Work Dates: June 25-August 14, 2012

Job Summary

The Assistant Campcraft Director is responsible for providing an exceptional camp experience for all campers while ensuring a safe and fun environment. As a facilitator of the camper experience, the Assistant Campcraft Director strives to raise self-esteem.

Duties and Responsibilities

Including but not limited to,

- Teaches and supervises outdoor survivor skills i.e., fire-making, shelter building, tying knots, survival food identification, carving, first aid, etc.
- Order supplies and maintain inventory
- Care and maintain all equipment required for the program
- Maintain a safe activity environment at all times
- Clearly explain, monitor and support expectations of campers
- Create a positive and supportive atmosphere within the program
- Professionally attend to all assignments and supervisory duties
- Carry out any other responsibilities as designated by the Director

Desired Qualifications

- Have successfully completed Campcraft Supervisor Course
- Be of excellent character, modeling honesty, integrity and respect
- Possess enthusiasm, energy, patience and sense of humour
- Experience and/or desire to work with children in dynamic outdoor setting
- Skilled at dealing with all children, including those who are challenging
- Ability to relate well to peers, to be a team player, to give/receive feedback
- Confidence in leading activities and groups



Common Responsibilities

- Working in a manner that preserves confidentiality and encourages risk management
- Incorporating and strengthening collaborative and interdisciplinary teamwork
- Respecting and valuing the diversity of individuals
- Contributing to the organization's activities to collect, analyze and report on data and relevant information
- Contributing to the organization's work by participating in meetings as necessary
- Participate in evaluation and clean up at the end of camp

CLK Purpose

Christie Lake Kids creates opportunities for economically disadvantaged children and youth in Ottawa that changes the trajectory of their young lives through sport, arts, camp, mentoring and leadership programming that recognizes their needs, supports and challenges them.

To Apply

Address cover letter and resume to (Stephanie Miller, Volunteer Coordinator or Darcy Delaney – Camp Director) through email, mail or fax.

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