



Position Title: Camp Parent

Program: Christie Lake Camp

Reports To: Camp Director
Assistant Camp Director

Work Dates: June 24th - August 14th, 2019

Job Summary

The Camp Parent is responsible for providing an exceptional camp experience for all campers while ensuring a safe and fun environment. The Camp Parent ensures that all campers have ample clean clothing and other gear appropriate for varying weather and activities, and coordinates laundry for all campers. The Camp Parent also supports campers who experience homesickness and those who struggle to engage in the program.

Duties and Responsibilities

Including but not limited to,

- Organize and clean camp laundry facilities on a daily basis
- Create a daily routine for staff to ensure all camper laundry is completed quickly
- Coordinate “all camp wash” collection, laundry completion, and pickup by staff
- Communicate with the Laundromat in Perth to coordinate major laundry trips
- Organize the “Camp Mom” room to ensure all clothing is properly categorized, hung up/folded, and accessible for staff and campers to select items
- Provide a safe and fun programming area for children who are awake early in the morning, and share supervision responsibilities with other Senior Staff
- Assist all camp staff with camper clothing needs
- Manage camper behaviours, and assist in providing alternative programming
- Run Cookie/Cupcake Club during Interest Groups, and create a detailed list of ingredients and supplies to be purchased
- Designate one cabin to receive “Best Cookie Club Award” at end of each session
- Order and organize camper and staff badges
- Decorate and organize Dining Hall for Banquets, with support from Junior Staff
- Support Section Directors at Section Program and during sweeps
- Support Program Staff at All-Camp Programs
- Complete all assigned washroom cleaning shifts in a timely manner
- Assist in the mentoring of Junior Staff and Counsellors
- Sit with a cabin table as often as possible, at least ten meals a session

Application Deadline: Friday January 25th, 2019



Desired Qualifications

- Strong organizational skills; a willingness to reorganize materials on a daily basis
- 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
- Hold valid First Aid and CPR qualifications

Common Responsibilities

- Working in a manner that preserves confidentiality and prioritizes 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 serves economically disadvantaged children and youth by providing recreation and skill-building programs at no cost and with all barriers to participation removed. We are a registered charity (13278 4471 RR0001) located in Ottawa, Ontario. Our mission is to enrich the lives and prospects of economically disadvantaged children, by providing quality year-round community and camp programs to develop physical, artistic, and social skills, positive attitudes and personal qualities.

How to Apply

Applicants are required to submit a resume and cover letter, and answer a short set of intake questions. In addition, all hired staff will be required to submit a valid (2019) Police Record Check for the Vulnerable Sector in order to be eligible to work at camp.

To submit your application, please follow this link: [2019 Summer Camp Application](#)

Questions?

If you have any questions pertaining to this or any other camp staff position, please contact Laura Stemp, Camp Director, via email at lstemp@christielakekids.com