



**Position Title:** Leader-in-Training (L.I.T.) Section Director

**Program:** Christie Lake Camp

**Reports To:** Camp Director  
Assistant Camp Director

**Work Dates:** June 24<sup>th</sup> - August 14<sup>th</sup>, 2019

### **Job Summary**

The L.I.T. Section Director is responsible for providing an exceptional camp experience for all campers in their Section while ensuring a safe and fun environment. The L.I.T. Section Director coordinates programming for campers aged 14-15, with a focus on leadership activities, trips, lessons, and team projects.

### **Duties and Responsibilities**

Including but not limited to,

- Oversee the day-to-day activities of campers in the L.I.T. Section
- Support Counsellors in managing behaviours and resolving conflicts
- Coordinate and run Section and Inter-Section activities
- Participate and organize All Camp activities in collaboration with Program Director and other Section Directors
- Communicate expectations and feedback clearly with L.I.T. Counsellors
- Establish harmonious and therapeutic relationships with campers and staff
- Divide campers into cabins based on age, gender, personality, and interests
- Work with other Section Directors to manage the process of L.I.T. participants shadowing Counsellors and cabin groups.
- Work with Program Director to manage the L.I.T. participants assisting with running various All Camp Programs
- Mentor counsellors to instill positive strategies for working with youth
- Designate a Best Camper, to be awarded at the end of each session
- Perform Counsellor evaluations at the end of the summer
- Ensure sweeps are performed on a nightly basis to provide supervision of L.I.Ts
- Support Program Staff at All-Camp Programs
- Assist in the mentorship of the L.I.T. Counsellors, providing ongoing feedback and noting successes and areas for growth
- Manage preparation of meals on Belle Island, and provide grocery list requests to the Camp Director and/or Head Chef as needed
- Communicate any facility concerns on Belle Island with the Facilities Manager
- Complete all assigned washroom cleaning shifts in a timely manner

*Application Deadline: Friday January 25<sup>th</sup>, 2019*



### **Desired Qualifications**

- Have practical experience mentoring youth in leadership programming
- 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 + 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](mailto:lstemp@christielakekids.com)