

St. Brigid's Summer Camp

343-550-3180

stbcamp@gmail.com



LIT Director

Reports To: Camp Director, Assistant Camp Director, Staff Coordinator

Staff Training: June 27 to 30, 2020 (paid)

Work Dates: Rental Season – End of May to End of June (exact dates to be finalized)
Boys Session – July 6 to 24, 2020 (Monday to Friday for 3 weeks)
Girls Session – July 27 to August 21, 2020 (Monday to Friday for 4 weeks)

Salary: Based on experience and qualifications; also includes:

- Bus transportation to and from camp
- Room and board: all meals from Monday (lunch) to Friday (lunch)

About St. Brigid's Summer Camp

At St. Brigid's Summer Camp, we are committed to fulfilling the needs of today's children. It is our belief that every child should have the opportunity to participate in camp. Our camp is located on beautiful Lake Manitou, near Low, Quebec. We are a waterfront based camp with traditional camping activities including swimming, canoeing, hiking, games, arts and crafts, and of course, campfire. St. Brigid's Summer Camp is open to all children aged 8 to 14. Campers attend for five-day sessions, from Monday to Friday: boys in July and girls in August.

Job Summary

As an STB Leader-In-Training (LIT) Program Director you will develop, organize and execute a dynamic two-week program for a group of 12 LIT participants aged 14 to 15. The LIT Program Director is responsible for providing an exceptional camp experience for all LIT participants while ensuring a safe and fun environment.

Duties and Responsibilities

Including but not limited to,

- Develop, organize, coordinate and run the daily program for the LIT participants
- Come up with creative ideas for new and old activities to keep the program fresh and exciting
- Work closely with the Camp Director to develop a program which will develop leadership strategies, team skills, and prepare the LIT participants to be the leaders of tomorrow
- As part of the program, introduce the LIT participants to the job of Camp Counsellor
- Work closely with the Camp Director, Head Counsellors and Program Staff to ensure the LIT program delivery is safe and efficient
- Coordinate with the Program Staff to ensure the LIT program does not interfere with the camp program (shared resource, camp area use)
- Supervise the LIT participants during counsellor shadowing sessions
- Explain activities to groups of LIT participants and staff
- Set up, execute and participate in a variety of camp activities
- Maintain a neat and organized work environment

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Duties and Responsibilities (continued)

- Maintain and care for all camp equipment (sports equipment, audio, art/drama equipment, etc.) according to STB maintenance schedule
- Assist in the duties of Head Counsellor during LIT program down times
- Documentation of any incidents (e.g. LIT participant injury, behavioural issue)
- In coordination with the Program Directors and Head Counsellors provide adequate breaks and rest times for counsellors
- Ensure that camp rules are clearly explained and understood
- Monitor the daily progress and general welfare of LIT participants (e.g. following rules, overall health, participation, having fun, etc.)
- Assist with several special camp tasks such as camp photos, special events like Christmas, etc.
- Enthusiastically and professionally carry out shared duties such as: night duty, beach duty, etc.
- Be a full participant in all aspects of camp life
- Carry out any other task/responsibility as designated by the Camp Director and/or Assistant Camp Director

Qualifications & Requirements

- Experience working with children/youth
- Ability to confidently address groups of children and staff
- Proven leadership skills and ability to lead a team of co-workers
- Exceptional team player, ability to work well with a variety of personalities and to give and receive feedback
- Mature individual who desires to work with children in a dynamic outdoor setting
- Excellent role model, modeling honesty, integrity and respect
- Possess enthusiasm, energy, patience and a sense of humour
- Ability to work with all children, including those who are challenging
- Provide a current Police Criminal Record Check – applies ONLY to persons over the age of 18 (see <https://www.ottawapolice.ca/en/contact-us/youth-records.aspx>)

Assets (not required)

- Experience working with children with special needs
- Experience public speaking
- 2+ years of experience on staff at a camp and have graduated from or be in University/College
- First Aid/CPR
- Canoeing ability or Canoeing Instructors
- Active member of school community
- Pursuing or looking to pursue a career working with children

Apply Online

<http://stbcamp.ca/staff-apply-online/>