



PICTOU RECREATION & PARKS

JOB DESCRIPTION

Title: Recreation Day Camp Counsellor
Reports To: Manager of Recreation Services or designate
Nature of Position: Seasonal

Description:

The Day Camp Counsellor is responsible for planning, leading, and implementing programs and experiences for children in a small group setting. They will also be responsible for the general safety and development, growth, and skill achievement of the participants in his/her group.

Specific Responsibilities Include:

- Assist with planning, implementing and evaluating day camps for children (ages 6 to 11), special day trips for children (ages 6 to 12), and a teen leadership program (youth ages 12 to 14).
- Assist with planning and implementing special events for Canada Day, Natal Day and a Summer Wrap-up party; as well as other community events as they arise.
- Assist with implementation of “Everybody Gets to Play” initiative ~ a program that erases social and economic barriers to recreation programs.
- Plan above activities, so programs and events are inclusive for all.
- Incorporate the fundamentals of the Canadian Sport for Life model within the camp programs which encourages the development of physical literacy.
- Communicate with parents about participant’s experiences and report concerns to supervisor.
- To maintain accurate records including incident reports, logbook and daily attendance.
- Ensure that safe, successful and professional programs are being implemented.
- Ensure that the program site is kept clean, organized, and free of litter.
- Adhere to all policies, as outlined by the employer. Full understanding of the Town’s Occupational Health and Safety Policies and Procedures.
- Other duties, as assigned by the supervisor.

The successful candidate must show proficient skills in the following areas:

- Preference will be given to someone who is presently pursuing a degree in recreation, human kinetics, education, a field related to children, or a related field of study
- Excellent oral communication skills
- Working in a team setting and independently
- Problem solving and decision making

This position is only open to young people ages 15-30 years currently attending and intending to return to school full-time in the fall.

Job Duration: June 20, 2022 to August 26, 2022 (Dates approximate and subject to change)
Number of hours: 40 hours per week / 10 weeks