

## 2024 Summer Jobs

SCCSE is seeking young adults interested in the following positions: **Camp Counselors & Camp Coordinators**

### **Job Description**

The Summer Counselor will be responsible for the operation and implementation of the organization's summer camps on a day-to-day-basis. Responsibilities include: supervision of children/youth, planning and implementing of camp daily activities and performing few administrative duties. The Summer Camp Counselor will report to the Site Coordinator.

**Positions:** Camp Counsellors & Camp Coordinators

**Status:** Full-Time (9 weeks - 30 hours/week)

**Wage:** \$15/Hour

**Location:** Edmonton, North Side (St. Edmund Catholic School) & South Side (Mary Hanley School)

**Work Terms:** Mon-Thu's & 4 day camp outside Edmonton starting June 24<sup>th</sup>

### **Responsibilities**

Reporting to the Camp Coordinator, the Camp Counselor will be responsible for:

- Creating daily activities for camp participants
- Keeping accurate records and reports of all activities and camp participants
- Taking attendance of camp participants and supervising them during all camp activities
- Taking primary responsibility for the health, well-being and happiness of participants at the camp
- Implementing safety regulations and emergency procedures
- Preparing for and actively participating in pre-camp training and weekly meetings
- Providing weekly written reports about camp status to Camp Coordinator
- Meeting/communicating regularly with camp Coordinator regarding concerns, updates & challenges
- Performing other duties as required.

### **Required Qualifications**

- Candidates certified in First Aid/Level C CPR Certifications are preferred but not mandatory
- Candidates must have valid Criminal Record Check for the Vulnerable Sector
- One of the 20 counselors must have Life Guard Certification
- Candidates should be prepared for physical labour of lifting and/or moving of objects if required
- Experience with children in a camp or educational setting preferred
- Two of the 20 positions must have photographic/video editing skills.

### **Required skills and knowledge**

- High energy, self-starter
- Experience and/or desire to work with children and youth in an academic and leisure camp setting
- Excellent people skills and a friendly, responsible, service-oriented attitude
- Strong communication and teamwork abilities
- Able to problem solve effectively
- Speaking and understanding Somali Language is an asset.

Please submit your resume to [jibril.ibrahim@somaliedmonton.com](mailto:jibril.ibrahim@somaliedmonton.com)

Application Deadline: **Friday June 21, 2024**

