



Job Title: Day Camp Support Coordinator (1 Position)

Senobe 2020 Summer Employment Opportunity. Posted: April 7th, 2020.

Senobe is proud to be a world leading, family-oriented aquatic club providing a variety of canoe and kayak programs to members of all ages and abilities. We strive to help individuals achieve their personal goals while instilling a lifelong passion in paddling. We also strive to be a great employer. We want to provide a positive collaborative enjoyable employment experience for our team members who in turn have the important task of providing a welcoming, inclusive and fun experience for our members. **Senobe is currently hiring one day camp support coordinator.**

Description:

Together with the day camp lead coordinator and head coach, the day camp support coordinator will supervise and provide safe activities for children under 12 when not participating in paddling programs. Activities include swimming at Senobe's supervised beach, beach playtime, crafts, movies, games and more.

Responsibilities:

- Help to ensure staff coverage each day, including breaks and lunch break, must meet ratio guidelines.
- You will be required to complete head counts regularly throughout your day and **MUST** always know where your day camp children are at all times.
- Children need to be signed in by their parents/guardians and be signed out in the same manner unless there are special circumstances that have been **discussed and approved** in advance.
- Day Camp programming and activities must be age and developmentally appropriate.
- You are to ensure that the work environment is free of any safety risks and is kept neat and tidy at all times.
- The Day Camp First Aid pack, with emergency contact information, must be with the group at all times.
- You will work with, and communicate with, lifeguarding staff regarding water play and activities, as well as water quality.
- Incident reports are to be completed as soon as the person/ people involved are cared for and situation has been deemed safe. Incident reports to be completed by staff involved/ witnessed incident and then signed off by Lead Staff.
- You are expected to communicate with parents, daily, to let them know how their son/daughter is doing in the camp, upcoming camp activities, and upcoming club activities (i.e. regattas, fundraisers). You are the main points of contact for day camp families.
- Communication with the Head Coach on a weekly basis, at minimum. Head Coach must be notified by the Lead (or in their absence, the staff person involved) anytime an incident report is completed.
- Provide developmentally appropriate activities for day program participants when not on the water, such as picnic table top activities, gross motor games or even off site trips. It is expected that you and the team, under direction of the Lead Staff, will plan for, at minimum, 15 rainy days where programming is different for each of these days.

Qualifications:

- Must have previous experience working with young children. Specific coaching or teaching experience is considered an asset. Experience in the sport of sprint canoe/kayak is considered an asset.
- Ability to work collaboratively and be a team player.
- Demonstrated understanding of the club environment which includes not only athleticism but fun, safety, sport, competition and family.
- Excellent leadership ability.
- Excellent interpersonal and communication skills.
- Ability to resolve conflict.

Certifications:

- Coaching and/or child-care certifications are considered assets.
- Pleasure Craft Operator License is preferred.
- Successful completion of a Background and Vulnerable Sector Check is required.
- First Aid is required.

Other Details:

- Period of work is June 29, 2019 through to August 28, 2020.
- 35 – 40 hours weekly, pay is commensurate with experience.
- To apply for this opportunity please send your resume and cover letter to senobepaddlingchair@gmail.com on or before May 1st, 2020.
- If contacted for an interview, please be prepared to provide 2 references.