



# Collingwood Paddling Club

## Camp Supervisor - 2024

The Collingwood Paddling Club (CPC) is looking for a responsible and enthusiastic Camp Supervisor between the age of 17 and 25 for CPC's Canoe and Kayak Camp. The Camp runs full days during July and August at Collingwood Paddling Club, Watts Boat House for children ages 8 to 14. Positions are full-time from July 2 to August 23, with training occurring in late June. Candidates must be available to work the full 8 weeks of camp, with the Supervisor role needing to work part-time during the two weeks leading up to the beginning of Camp, approx 5-10 hours a week.

### Duties include:

- Leading and coordinating Summer Camp of 16-20 campers
- Supervising, planning shifts and mentoring Camp Counsellors, (approximately 4-6 staff)
- Communicating regularly with parents and maintaining positive relationships with campers, parents, and staff.
- Being responsible for the health, safety and well-being of campers.
- Planning activities and weekly lesson plans that help everyone of all abilities succeed.
- Teaching paddling techniques, boating skills and water safety and conducting dryland games and activities.
- Conducting regular camper head-counts, keeping accurate records, and filing incident reports when appropriate.
- Setting a good example for campers in all areas by showing respect, enthusiasm, cleanliness, punctuality, and good sportsmanship
- Active involvement in the operation and delivery of the camp programs; assisting with training and supervising staff with the guidance of the Camp Director and General Manager
- Providing leadership, and constructive and positive feedback to the staff on a daily basis.
- Monitor, clean and maintain the integrity of the CPC fleet, CPC Boat House and equipment.
- Operate the CPC safety/coach boat (Ontario PCO required).

### Requirements

- Current Standard First Aid/CPR (Level C)
- Clear Police Records Check (18+)
- Experience working with children
- Proven leadership, customer service and communication skills
- Canoe Kids certification (training available online later in late Spring 2024)
- Minimum of 15\* years of age (17 for Lead Councillor), 15 year old applicants will only be considered with Lifeguard qualifications.
- Lifeguard certification preferred
- Boat Licence required
- Canoe and kayak experience is an asset

Pay rate above minimum wage (higher pay depending on experience) for 30 to 40 hours per week.

We promote equal employment opportunities for all job applicants, including those self-identifying as newcomers to Canada, Indigenous youth, persons with disabilities, visible minorities, LGBTQ2 youth, and youth for whom this would be their first job experience.

Please submit your resume to [cdbccinfo@gmail.com](mailto:cdbccinfo@gmail.com). We will be reviewing applications on an ongoing basis. Confirmation is dependent on the Canada Summer Jobs Grant.