

Position: Camp Counsellor

Availability: Part Time for May/June, Full Time for July/August

Pay: \$17.00/hr

The Camp Counsellor will work closely with the Community Services Manager and Program Coordinator. We are looking to plan and run our own programs, camps and sports leagues, primarily for community youth aged 4-12. We require a creative, energetic teammate who loves constructing memorable programming for all demographics of a community. The Camp Counsellor will work collaboratively with staff to research, plan and implement a range of programs, utilizing our sport courts, hockey rink, sports and soccer fields, and baseball diamond, as well as our indoor amenities.

The Camp Counsellor will be exposed to the challenges, opportunities and rewards that come with working in the non-profit sector. They will be provided with First Aid Training and Inclusivity Training during their employment with Willow Ridge.

Client Services

Client services will be a large portion of this role. The Camp Counsellor will work directly with the public facilitating program registration, organizing & delivering uniforms, creating team schedules, supervising volunteer coaches, being onsite during program dates and managing program participant concerns. As such, they will be coached in conflict resolution and customer service. They will gain experience assisting clients in a professional manner on the phone, via email, over social media, and in-person.

Teamwork

Team members are encouraged to build lasting, professional relationships. Feedback and ideas are continually sought from the team to boost their work experience and morale, as well as encourage collaboration. Our supervisory and mentoring plan will allow all grant students to foster team building, develop negotiation skills, gain confidence in conflict resolution and communication and cultivate project management skills.

Communication

The WRCA strives to communicate in a variety of ways to respect everyone's differing ways of learning. New ways of communication are being explored (virtual learning seminars, training videos, podcasts). Regular meetings are held across departments to ensure everyone understands current and relevant operational procedures. Staff are encouraged to voice questions, concerns and feedback in a group setting, or directly to their mentor or supervisor.

Digital Skills

The WRCA will ensure all team members have the ability, understanding and tools required to perform their job. This includes knowledge of the computer programs employed by the WRCA, and how to input, read and interpret their data. They will be given an internal email address, and access to an instant messaging system for quick digital communication. They will be encouraged to explore and learn new

software programs, such as Canva and the O365 Suite, that will be of benefit in their role as Camp Counsellor, and future job opportunities.

Leadership

Candidates are encouraged to take initiative and actively seek out ways of improving the organization and its practices. Team projects will allow them an opportunity to communicate, share resources, and manage conflict within their team.