

# University Settlement

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Telephone: 416-598-3444 Fax: 416-598-4401  
Website: [www.universitysettlement.ca](http://www.universitysettlement.ca)  
Charitable #: 119279412RR0001



## Over 100 Years of Service in the Community

**Job Posting:** February 11, 2020  
**Position:** Lead Camp Counselor – Summer 2020  
**Reports to:** Children's Program Coordinator, Recreation Department

### Organization Overview:

University Settlement is a multi-service agency that was founded in 1910 and has the distinction of being the first community-based social service center in the City of Toronto. University Settlement's three offices are part of culturally rich and vibrant neighborhoods in downtown Toronto and North York. As active members of these diverse communities, University Settlement helps individuals and families to learn and grow by engaging them in social, cultural, recreational and educational opportunities.

### Job Function:

- To oversee and instruct Summer Camp activities and programs for 4 to 12-year old children, ensuring their safety and well-being always
- Ensure all Camp activities are responsive to the children's social, educational, cultural and educational needs
- Monitor the Jr Counselors work performance
- Provide a summary of daily activities and the supplies that are needed ahead of time

### Qualifications:

- Two years of experience working with children in a Summer Camp or After School program
- Registered for post-secondary education in a related field
- HIGHFIVE Principles of Healthy Child Development Certification

### Assets:

- 2nd language
- Experience working/volunteering in a multi-cultural setting

### Responsibilities:

- Develop program plans for the campers with the Children's Program Coordinator
- Monitor the Junior Camp Counsellor's work, ensuring that the activities of the camp are of high quality and that the safety of the children attending the camp is always ensured.
- Provide a summary of daily activities and the supplies that are needed ahead of time
- Report any incidence of abuse, discipline, safety to the Children's Program Coordinator immediately
- Evaluate the effectiveness of the program and to suggest improvements
- Other duties as assigned.

### Terms of employment:

- Must be between 16 and 30 years of age at the start of employment
- Must show proof of registration in post-secondary college or university program for the Fall Term of 2020
- Current Standard First Aid and CPR certificates.
- Police Reference Check, satisfactory to University Settlement is a requirement of this position

**Salary Rate:** \$15.50 per hour **Schedule:** Full time, weekday day hours; June 25 to August 28, 2020

Please email a detailed resume with cover letter **by March 6, 2020** to:

**Ted Thompson, Director of Recreation, University Settlement** [ted.thompson@universitysettlement.ca](mailto:ted.thompson@universitysettlement.ca)

Note: University Settlement is an equal opportunity employer. We would like to thank everyone for applying; only those chosen for an interview will be contacted