



Sasamite Nature Club Lead Instructor

Job Title:	<i>Sasamite Nature Club Lead Instructor</i>
Job Duration:	<i>June 24, 2019 to August 25, 2019</i>
Job Hours:	<i>Full-time / Day Camp Hours</i>
Reports To:	<i>Summer Coordinator</i>

Job Purpose

Sasamite Nature Club Lead Instructor will plan and prepare the Sasamite program in conjunction to providing care, supervision and program facilitation for their assigned campers in each weekly session. The Sasamite Nature Club Lead Instructor will provide guidance and mentorship to the two Sasamite Nature Club Instructors. As the program is designed specifically for 4-5 year olds, staff will understand the needs of this age group and adjust their counseling style, risk management/supervision and program accordingly.

The Sasamite Nature Club Lead Instructor will also be responsible for planning the Before & After Care program. Sasamite staff will operate this program on a rotating basis, with the Lead Instructor present for each After Care program.

Duties and Responsibilities

Staff Training

- To participate in 100% of pre-season staff training
- To read, know and practice the information covered in the "Policies & Procedures" section of manual. (Failure to comply with this information could result in discipline including dismissal.)
- To submit a detailed medical, application, criminal record search forms and employee agreement to the Summer Camp and Outdoor Education Director no later than June 24.

Camper Group Leadership

- To be responsible for the safety and well-being of the children, assigned to you by the Administrative Coordinator. This includes administering first aid and completing first aid/unusual occurrence.
- To develop enjoyable and stimulating programs for your group using the resources of the camp and the outdoor environment. This includes preparation (in writing) of a weekly program plan/schedule.
- To encourage the development of each camper in your group and to stimulate the campers' social development as members of a group and in their individual connection with nature.

- To introduce and stimulate your group's awareness of the outdoors and to encourage sound environmental practices in the use of outdoor facilities.
- To further develop each camper's emotional & physical comfort within nature, building on a sense of wonder & empathy in the natural world and the creatures in it. This will be done through effective programming structured to focus on emersion & imagination.
- To keep the Summer Coordinator informed as to the location and nature of your daily program.
- To be punctual and enthusiastic in carrying out the camp routines.
- To keep an accurate attendance record of all your campers.
- To assist with final clean up tasks after campers have gone home.
- To plan basic programs for Before & After Care, and to help facilitate each After Care program.

Other Duties

- Sasamite Nature Club Counselors may be asked to assist in duties not listed above. Sasamat Outdoor Centre expects the support of all staff members fulfilling objectives that may not be specific to this position.

Qualifications

Specialized Knowledge and Certification

- Current Standard First Aid and CPR-C
- Cleared Criminal Record Check

Skills

- Strong interpersonal and communication skills
- Ability to work independently and exercise initiative
- Ability to work with a wide variety of ages and demographic groups
- Ability to take charge and motivate others
- Ability to observe/assess camper behaviour, enforce safety regulations & emergency procedures, & apply appropriate behaviour-management techniques

Experience

- A background working with children
- Participation in applicable leadership programs or related experiences
- A background working in the outdoors

Working Conditions

- Requires working in an outdoor environment in all weather conditions
- May require working with difficult clients
- May require some weekend work

Physical Requirements

- Physical ability to provide active care, programming and supervision of campers 5 days a week for the duration of summer