



## Ropes Course Lead Instructor

<b>Job Title:</b>	<i>High Ropes Lead Instructor</i>
<b>Job Duration:</b>	<i>June 26<sup>th</sup> – August 28<sup>th</sup>, 2023</i>
<b>Job Hours:</b>	<ul style="list-style-type: none"><li>• <i>Overnight Camp Hours</i></li><li>• <i>Monday – Friday</i></li><li>• <i>Daily wage</i></li></ul>
<b>Salary</b>	<ul style="list-style-type: none"><li>• <i>\$148 / day</i></li><li>• <i>\$740 / week</i></li></ul>
<b>Reports To:</b>	<i>Summer Camp and Outdoor Education Director</i>
<b>Application Deadlines</b>	<ul style="list-style-type: none"><li>• <i>Open until Filled</i></li></ul>

### Job Purpose

As a summer camp, Sasamat Outdoor Centre prides itself on creating an engaging and supportive community where children are made to feel included in the camp culture. The supportive nature of the camp allows for campers to try new activities and develop new skills with the help of caring staff members. Sasamat's summer camp and Outdoor Centre is located in beautiful British Columbia.

The High Ropes Lead Instructor manages and facilitates all challenge course related programs. The High Ropes Instructor provides expertise, experience, and skills specific to the operation of a high ropes course program, working with and supporting day camp staff and senior staff helping facilitate the course program. The High Ropes Lead Instructor will also participate and assist in camp programs during working hours that fall outside of times on the rope's courses after general ropes course duties are completed. (This does not include any break times, or time off – that is your time!).

Our team of overnight camp staff provide care, supervision, and program facilitation and scheduling/ planning for their group each session. Overnight camp staff stay overnight at camp from Sunday evening until Friday. The Lead Ropes instructor is provided with traditional shared summer camp accommodations with other senior camp leaders and supervisors.

This high-level role is responsible for managing the risk and safety of the camps ropes program as well as the general and routine maintenance and daily inspection of the ropes gear (including daily logs and recordings for all gear and ropes participation throughout the summer).

Skills of a strong Ropes Lead are enthusiasm, creativity in youth programming, independence, genuine care for others and strong work ethic. All camp staff should be prepared to support camp as a whole and be prepared to share duties of other areas of camp when needed.

## **Ropes Course Lead instructor: Staff Details and Contract**

- Overnight position
- Daily wage contract Monday to Friday

## **Summer Camp 2023 Training**

- Summer staff training
- Ropes course Training
- Policy and procedure training
- RCABC Canoe Course Dates

## **Duties and Responsibilities**

### **Staff Training**

- Participate in 100% of staff training and pre-season CUI ropes training
- Lead ropes course training workshop with all staff on safety, emergency procedures, program facilitation and expectations
- To submit a detailed medical, application, criminal record search forms and employee agreement to the Summer Camp Coordinator no later than June 24.

### **Program Planning and Management**

- Be familiar with lesson plan delivery (*Briefing, Conduct & Debriefing*) and desired outcomes for each element in order to execute lesson plans effectively
- Ensure challenge course equipment and program meets or exceeds provincial regulations and ACCT (*Association for Challenge Course Technology*) standards

### **Group Supervision and Leadership**

- Brief groups on safety, equipment, climbing/belaying protocol and desired outcomes prior to every climb
- Ensure that the safety of all participants is first and foremost at all times
- Role model at all times safety and leadership while providing guidance to younger staff as well as campers
- Facilitate team building amongst all group members by communicating and providing varying parameters and challenging tasks with each element and promote challenge by choice

### **Risk Management**

- Perform daily ropes, structure, and surrounding hazard inspections prior to every day of climbing
- Record all inspections in Climbing/High Ropes Log-Book
- Report any equipment, structure or surrounding hazard concerns to the Summer Camp Director the day of inspection
- Practice and be prepared for emergency procedures, such as rescues, and scripted protocol for emergency response

### **Other Duties**

- The High Ropes Lead Instructor 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**

### **Education**

- Post secondary education

### **Specialized Knowledge and Certification**

- Current Standard First Aid/CPR or Higher
- Criminal Reference Check (within last six months)
- CUI or Adventureworks Level II (Level II challenge course practitioner course)

### **Additional qualifications considered an asset**

- Bronze Cross or NLS (Pool, Waterpark or Waterfront)
- Valid Class 4 driver's license
- Wilderness First Aid
- High Five
- Food Safe

### **Related Experience an Asset**

- Experience related to operating and managing a static belay challenge course
- A minimum of two years experience working in a summer camp setting

## **Working Conditions**

- A Overnight role that requires the applicant to live on-site for the duration of employment (weekends excluded).
- Requires working in an outdoor environment in all weather conditions
- May require working with difficult clients
- Requires ability to supervise children/youth on a 24 hour basis, 5 days per week
- May require some weekend work

### Physical Requirements

- Physical ability to lead a wide variety of challenging activities in an outdoor environment and varying heights

### Direct Reports

- Daily log book for inspection of ropes, equipment, structures (visual) and surrounding hazards (visual).
- Report of monthly hands-on structure inspection in team with Summer Camp and Outdoor Education Director and/or Maintenance Director
- Supervision and guidance of ropes course assistant

### COVID-19 Policies and Procedures

- Sasamat outdoor Centre and Association of Neighborhood Houses of B.C (ANHBC) is committed to protecting the health and safety of its employees and the community. Subject to legal exemptions, proof of COVID-19 vaccination status will be required for this role prior to starting employment.
- Job offers with Sasamat Outdoor Centre and ANHBC is conditional on you providing Sasamat Outdoor Centre/ANHBC with proof, prior to the start date and in a form satisfactory to Sasamat Outdoor Centre/ANHBC, that you are fully vaccinated against COVID-19. If you do not provide such proof prior to your start date, job offers will be considered void and of no effect. If you are unable to be fully vaccinated on the basis of a ground protected by applicable law, you may request an accommodation from Sasamat outdoor Centre/ANHBC by contacting the Summer Camp and Outdoor Education Centre Director immediately. Sasamat outdoor Centre/ANHBC reserves the right to delay your start date while it considers your accommodation request. ANHBC also reserves the right to amend its COVID-19 vaccine requirement in its sole discretion.
- Sasamat outdoor Centre will work diligently to keep all staff informed of all Covid-19 related policies and procedures as they may change over time due to the ever-dynamic landscape and nature of the pandemic. For the most up-to-date policy information please visit our website at [www.sasamat.org](http://www.sasamat.org).

### Self Care

- Summer camp is a job like any other, where self-care is extremely important and camp staff are expected to be at work ready for an energy filled day or week of programs, maintain healthy practices, and balance personal/social lives appropriately.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_