



Summer Camp Inclusion Specialist

Job Title	<i>Inclusion Specialist</i>
Job Duration	June 24 th -August 26 th , 2024
Salary	<ul style="list-style-type: none">• <i>Hourly Wage: 35 hours / week</i>• <i>\$18 / hour</i>• <i>\$126 / Day</i>• <i>\$6048.00 / Seasonal Contract Including Training Dates Plus 4% Vacation Pay</i>
Reports To	Summer Camp and Outdoor Education Director
Application Deadline	<ul style="list-style-type: none">• Open until filled

Job Description

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 environment. The supportive nature of camp allows for campers to try new activities and develop new skills with the help of caring camp staff members. Sasamat's summer camp and Outdoor Education Centre is located in beautiful British Columbia.

Sasamat Outdoor Centre strives to create equal opportunity for children to have a traditional summer camp experience, make new friends, learn new skills, and have a fun safe place to grow. The role of the Inclusion Specialist is to help support campers who may have additional support needs to be successful within the summer camp setting. This role presents an opportunity to work with campers with special needs or a disability to help create opportunities for success. The Inclusion Specialist will help support campers where, and may support multiple camper groups. The Inclusion Specialist will support campers (ages 6-12) coping with frustration, problem solving, navigating difficult emotions, peer interactions, activity instruction and participation, or any needs within a reasonable scope of training and safety for a staff member at Sasamat Outdoor Centre.

This important camp role requires a person who is patient, dynamic, understanding, independent, has genuine care for others and a strong work ethic. The Inclusion Specialist will also ideally have or be pursuing an education or background in youth support work, therapeutic recreation, or teaching to set a successful foundation for their summer and compliment Sasamat Outdoor Centre's summer staff training.



Inclusion Specialist: Staff Details and Contract

- *Hourly Wage 35hours / week*

Summer Camp 2024 Training

- Summer staff training week (June 24th – 28th, 2024)
- Policy and procedure training (April 20th, 2024)
- RCABC course days:
 - Level 1 – April 27th, 2024
 - Level 2 – May 5th, 2024
 - Level 3 – May 11, 2024
 - Level – May 18th, 2024

General Responsibilities During Camp

1. In collaboration with summer coordinators and Summer Camp Director, the Inclusion Specialist will help provide support to individual campers with special needs or campers having trouble settling into the summer camp routine or displaying behavioural issues. The Inclusion Specialist will not have an individual group, but rather support campers and camp where needed throughout the summer season.
 - Pro-actively identify and solve problems and areas of concern for specified campers
 - Help supervise, role model, and create safe opportunities for campers
 - Attend 100% of pre camp training
 - Attend weekly pre-session camper debrief with coordinators and Summer Camp Director
2. In collaboration with the camp staff team and Summer Camp Director:
 - Remain accessible and open, within reason; to support campers and give advice to the best of their ability.
 - Contribute to weekly staff meetings re: leadership, team building, camper concerns, volunteer-support etc.
 - Help support individual campers through camp activities as needed
 - Relieve day camp staff as required
 - Greet and welcome campers and staff each morning when available



- Actively create and implement team building and bonding initiatives throughout the summer for campers as needed
- 3. Adhere to and support all camp policies and procedures as detailed in the Staff Manual
- 4. Report all accidents/incidents and program concerns to the Executive Director/Summer Camp and Outdoor Education Director
- 5. Assume designated role as assigned by Executive Director/Summer Camp and Outdoor Education Director/designate in the event of an emergency
- 6. Maintain high levels of staff morale and conduct by providing mentorship and support to fellow staff

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.

Specific Duties and Responsibilities

- To submit a detailed medical, application, certifications, criminal record search forms and employee agreement to the Summer Camp and Outdoor Education Director no later than June 24, 2024.

Campers

- Special focus on campers with disabilities or special needs coming to camp. To support campers with adaptive or special needs within our scope of care to have a fun and successful time at Sasamat Outdoor Centre.
- To help support campers who may be having behavioural or emotional obstacles at camp such as: homesickness, arguments, bullying, etc.

Staff and Volunteers

- Attend regular staff debriefs
- Act as role model for staff and volunteers while dealing with adverse campers or campers with special needs
- Proactively identify and work to resolve staff and camper concerns around specific behaviours
- Report major camper issues
- Help staff implement effective and routine strategies for campers
- Liaise/mediate between campers when conflict arises, providing ideas for solutions and prevention
- Potentially respond to or assist in major first aid scenarios or first aid treatment



Administration

- Report camper discipline or conduct concerns in writing to the Executive Director/Summer Camp and Outdoor Education Director/designate
- Report any program concerns to the Executive Director/Summer Camp and Outdoor Education Director/designate
- Contribute to and help facilitate camper reports as needed for specified campers for future growth in returning summers
- Ensure completion and timely submission of all documents

Communication

- Consult with parents when required

Other Duties

- The Counselor Inclusion Specialist may be asked to assist in duties not listed above. Sasamat Outdoor Centre expects the support of all staff members in fulfilling objectives that may not be specific to this position

Qualifications

Education

- Post-secondary education (Current or pursuing)

Specialized Knowledge and Certification

- Valid First Aid Certificate and CPR-C (or higher) OFA level two preferred
- Current RCA BC Advanced Solo/Tandem Canoe certification
- Education or certification in therapeutic recreation, youth and child support / development (finished or pursuing), or equivalent
- ***Please note*** that Sasamat Outdoor Centre hosts Canoe courses throughout spring and helps staff members acquire their class 4 licenses through training, practice with our vehicles, and use of vehicles for exams.

Additional qualifications considered an asset

- Bronze Cross or NLS (Pool, Waterpark or Waterfront)
- Wilderness First Aid
- High Five
- Food Safe



- OFA level 2 or equivalent
- Class 4 driver's licence

Skills

- Strong interpersonal and communication skills
- Ability to work independently and to exercise initiative
- Strong organizational ability
- Ability to work with a wide variety of ages and demographic groups
- Ability to supervise peers of a close age
- Ability to observe and assess staff and camper behavior, enforce safety regulations and emergency procedures, and apply appropriate behavior-management techniques
- Enthusiasm, sense of humor, patience, self-control

Experience

- Experience working with children and youth is needed to be successful at this role.
- Experience in supportive roles working with children with disabilities, special needs or behaviour development will be considered a very strong asset to this position.

Working Conditions

- A day camp team lead role (may require some weekend work)
- Requires working in an outdoor environment in all weather conditions
- May require working with difficult clients

Physical Requirements

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

Signature: _____



ASSOCIATION OF NEIGHBOURHOOD HOUSES OF BRITISH COLUMBIA

Date: _____