



Leadership Two Instructor

Job Title:	<i>Leadership Level Two: Program Instructor</i>
Job Duration:	<i>January 15, 2024 – May 14, 2024</i>
Job Hours:	<i>Seasonal / weekly</i>
Salary	<ul style="list-style-type: none">• <i>Hourly \$18.63 / hour</i>• <i>Daily \$149.04 / day for overnight weekends</i>
Reports To:	<i>Leadership Coordinator</i>
Location	<i>Douglas College Coquitlam Campus</i>
How to Apply	https://www.sasamat.org/get-involved

Job Purpose

The roll of our leadership instructors is to facilitate and lead the Leadership Two Training Program for youth in grades 11 and up. The program builds on the soft skill development of past leadership and program skills / experience.

The Leadership Two program focuses more intentionally on the hard skill development of canoeing, winter camping and tripping / camping, outdoor skills, and hands on leadership skills with other people. The program itself has a pre-established curriculum, resource book, and supplies. The primary role of the instructors is to deliver the content in a fun and engaging way for the students.

During our off-season months from January to May Sasamat Outdoor Centre runs and hosts two levels of leadership programs for high school students that focus on the developing leadership principles and the experiential application of leadership and wilderness skills. Our goal is to develop competent leaders and community members that may use their experience as a strong foundation for future endeavors in life. Our Leadership Two classes take place from 7:00pm – 9:00 pm on Mondays at Douglas College (Coquitlam Campus) apart from weeks following weekend events. For more info on the Leadership Two program, schedule, and weekend events check out our website <https://www.sasamat.org/leadership-programs>.

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.



If this opportunity has you feeling excited, please reach out and send us an application. We review job applications through our website application process found here - <https://www.sasamat.org/get-involved>. Or, if you have any questions, please feel free to reach out to info@sasamat.org.

Duties and Responsibilities

Evening Theory Group Leadership

- Proactively prepare evening theory sessions and gather necessary teaching materials in advance of weekly meetings with co-leader.
- Collaborate or assign lesson facilitation to Co-Instructor prior to each evening theory session.
- Lead the evening theory sessions and facilitate the soft skill development of each participant in a professional and engaging manner with co-leader.
- Assist participants in attaining and scheduling volunteer hours.
- Prepare a final wrap-up session and special recognition event for group and submit a detailed account and field trip form to the Leadership Coordinator prior to event.

Standard Weekend Leadership (Wkd #1, #2, #3 & #4)

- Help coordinate transportation of participants to and from community center to Sasamat Outdoor Centre.
- Provide day and overnight leadership, program facilitation and participant support during designated weekend programming.
- Lead weekend workshops, programming and skill development during appropriate weekends.
- When not leading session participate in program alongside youth participants and support other staff in teaching sessions.
- Provide constructive feedback on weekend programs in a timely manner to Director of Community Program or leadership coordinator.

Camping Weekend Leadership

- Coordinate the packing/unpacking of camping gear and equipment from Sasamat Outdoor Centre in advance of trips and facilitate the packing/unpacking of personal gear and equipment from the participants; loaning appropriate gear from Sasamat Outdoor Centre to participants at your discretion.
- Inspect all equipment and gear (both from Sasamat Outdoor Centre and Participants) for defects before/after trip begins. Any defective equipment should not be used.
- Coordinate the transportation of participant to and from community center to camping locale.
- Provide 24-hour prudent leadership and support during camping trips.
- Ensure provincial camping standards and Sasamat's mission are upheld at all times during camping trips.
- Encourage self-reliance and participants to rely on their own abilities.
- Acquaint participants with the dangers and risks of the trip before it begins.



- Promote participation in accordance to individual abilities and do not encourage participants to run the risk of activities that are above their abilities.
- Ensure you are familiar with emergency procedure protocol and the operation of communication devices (S.P.O.T. unit & Satellite Phone)

Other Duties

- The Leadership Two 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: Pursuing or completed

Specialized Knowledge and Certification (Mandatory)

- Minimum of 19 years of age
- Current Standard First Aid and CPR-C
- Valid Wilderness First Aid (minimum 40-hour certification)
- Class 4 Driver's License (we help folks practice and give access to our vehicles for practice)
- Cleared Criminal Record Check

Additional Qualifications Considered an Asset

- Bronze Cross or NLS
- High Five
- Food Safe
- Current Advanced Solo/Tandem Canoe Certification

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 and assess participant behavior, enforce safety regulations and emergency procedures, and apply appropriate behavior-management techniques

Experience

- Past out-tripping, snowshoeing, canoeing and outdoor recreation experience an asset
- A background as a camp counselor, outdoor recreation and/or child and youth care
- A background working with children and in the outdoors
- Participation in applicable leadership programs or related experiences



Hours

Evening Theory Sessions (Hourly Wage: \$18.63 / hour)

- 1 hour of planning and administration a week a week with co-instructor
- 2 hour of evening theory facilitation a week
- TOTAL = 3 hours a week

Weekend Sessions (Daily Wage: \$149.04 / day)

- Day rate (8 hours/day) for Friday, Saturday & Sunday 24hr supervision & commitment
- TOTAL = 24 hours a weekend
- *Breaks are included and worked into the schedule
- *Friday is still paid out as an 8-hour day regardless of start time time (standard start times are around 6/7 pm)

Important Dates

Evening Theory / intro Sessions

- Leadership Info Night (Zoom) – December 7th, 2023 at 6:00pm
- Leadership Two Pizza Night (Cameron Recreation Centre) – Dec 18th, 2023 @ 6:00pm
- Week 1: Jan 15, 2024
- Week 2: Jan 22, 2024
- Week 3: Feb 5, 2024
- Week 4: Feb 12, 2024
- Week 5: Feb 26, 2024
- Week 6: March 4, 2024
- Week 7: March 11, 2024
- Week 8: April 8, 2024
- Week 9: April 22, 2024
- Week 10: April 29, 2024
- Week 11 (wrap up): May 6, 2024
- Leadership Recognition Night: May 14, 2024

Weekend Sessions

- Winter Camping Weekend: Jan 27, 28, 2024
- Neighbourhood house Weekend: March 2-3, 2024
- Leadership Hike Day: March 9, 2024
- Stave Lake Canoe Trip: March 25, 26, 27, 2024
- Social Justice Weekend: April 6, 2024
- April Day Camp Weekend: April 12, 13, 14, 2024
- Leadership Paddle Day: May 4, 2024



Working Conditions

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

Self-Care

- Staff are expected to be at work ready for an energy filled day of programs, maintain healthy practices, and balance personal/social lives. With COVID-19 in consideration, it is extremely important for all staff to be aware and conscious of their out of camp activities, doing what they can to the best of their abilities to minimize the potential for contact points with the virus and be open and honest about any potential signs and symptoms they might be feeling.