

## Employment Opportunity

### Summer Day Camp Inclusion Support Leader

Village of Bible Hill is committed to providing an inclusive and barrier-free work environment, starting with the hiring process. If you require accommodation measures during any phase of the hiring process or in being employed, please notify us as soon as possible. Applications are welcome from all qualified persons.

The Day Camp Inclusion Support Leader will be responsible for ensuring that children with diverse needs are included in day camp activities and have a positive experience. This position would not require staff to administer medications or perform personal care.

### Terms of Reference

**Term of employment:** June 26, 2023 to August 27, 2023

**Hours of employment:** Monday to Friday, 8:00 AM to 5:00 PM; some evenings, weekends and statutory holidays mandatory (i.e. Canada Day); 35 to 45 hours per week.

**Rate of pay:** \$16.00 per hour

### Requirements

- Post-secondary education (community college/CEGEP/technical institute or university) full time during the 2022-2023 school year and be attending school full time during the 2023-2024 school year with preference given to those in a related field of study
- Available to work full-time hours during dates of employment
- Successful completion of Nova Scotia Child Abuse Registry check
- Successful completion of a criminal record and vulnerable sector check
- Standard First Aid and CPR-C (or willing to take certification)

### Skills

- Ability to work positively with children and the general public
- Ability to supervise children in a group setting
- Good organizational, planning, leadership and communication skills
- Strong interpersonal and communication skills to effectively communicate with children, parents, and other staff members
- Ability to work collaboratively in a team environment and build positive relationships with children and families
- Ability to problem-solve and adapt to changing circumstances in a fast-paced environment
- Empathy and patience when working with children with diverse abilities
- Knowledge of inclusion practices and accommodations/modifications for children with diverse needs
- Ability to maintain confidentiality and sensitivity related to each child's individual needs
- Basic knowledge of first aid and emergency procedures
- Ability to take initiative and work independently when necessary

### Responsibilities and Reporting

- Supporting a child (s) with various abilities in participating in recreational activities
- Collaborating with other camp staff and families to ensure individualized support for each child
- Providing accommodations and modifications to enhance participation and success
- Assisting with the development of individualized plans for each child to ensure days are positive
- Supporting the overall inclusion and integration of children with diverse needs into camp activities
- Maintaining a safe and inclusive environment for all campers
- Building positive relationships with campers, families, and other staff
- Maintaining confidential and sensitive information related to each child's individual needs
- Ensure the continuous safety of children under your supervision

- Deliver and supervise Bible Hill events and programs
- Ensure proper procedures are carried out and policies followed for recreation programs
- Act as a positive role model while supervising and implementing activities with children & adults in the recreation program
- Performing other related duties as assigned.
- Assist the Parks and Recreation Director in day-to-day duties, as assigned

**Reports to:** Parks and Recreation Director

**Please send resume by May 29<sup>th</sup> 2023, via mail or e-mail to:**

Haley Smith

Parks and Recreation Director

[Haley.smith@biblehill.ca](mailto:Haley.smith@biblehill.ca)