POSITION TITLE: Helping Hands Camp Counsellor

Employment Type (FT, PT, Contract): Contract
Rate of Pay: $14.00/hr
Job Location: Christie Lake Conservation Area, Tansley Woods Community Centre, Central Arena, Hamilton DT Location TBD, Allan A Greenleaf School
Hours of Work: 7.5hrs/day
Start Date: Week of June 20th 2020
Application Deadline: Aug 21, 2020

COMPANY NAME: YMCA HBB
Street Address: 79 James St S
Phone: (905) 317-4929
Fax: N/A
Email: hbb.daycampjobs@ymcahbb.ca
Website: ymcahbb.ca

General Description of Duties:
The Helping Hands Counsellor is responsible for working 1:1 with a variety of children with developmental and behavioral special needs at one of eight YMCA Day Camp sites (most often Christie Lake Conservation Area). A Helping Hands counsellor reports directly to the Helping Hands Site Supervisor and is responsible for ensuring safe, quality, and developmentally appropriate programming for a child aged 4-15. Personal care, including toileting, changing, feeding and lifting is required. Daily reports and communication with parents is also required.

Responsibilities:
- Greets parents/guardians at designated bus stop each morning and afternoon
- Provides direct 1:1 supervision of a child with a physical or developmental special need
- Works at Christie Lake Conservation Area or/and assigned indoor locations
- Assists with the implementation of programs and ensures safe, quality programs for all participants and staff
- Performs daily written reports and documentation on campers accurately
- Provides supervision and implementation of programming on busses, both to and from the camp site (where applicable)
- Assists with parent liaison, promotion, set up and clean up
- Responsible for attending all staff training and staff meetings
- Provides on-going communication with other camp counsellors to ensure the well-being, participation and inclusion of their camper
- Makes quick decisions to ensure maximum participant integration and safety
- Contributes to an inclusive environment
- Reads, understands and applies information from camper profile
- Understands and commits to confidentiality
- Participates in specialty programming and waterfront/pool activities, including sleep-out when applicable
- Completes weekly phone calls home to parents

Skills and Experience Required:
- Standard First Aid and CPR-C valid through Summer 2020 (must provide proof of certification or enrollment in course before contract signing)
- Attending or completion of post-secondary school, in any discipline but preferably in the area of special needs or education
- Must submit clear Police Records Check prior to commencing work
- 18 years of age prior to summer
- Previous experience working with children with special needs
- Previous YMCA camping or child and youth program experience is preferred
- Non-violent crisis intervention is an asset

How to Apply:
Please complete the online application: https://ymcahbb.campbrainstaff.com

When you are done your application please email your resume and copies of all required qualifications. Only attach current and valid qualifications or proof of enrollment in courses to acquire valid certifications. Resumes can be sent to: hbb.daycampjobs@ymcahbb.ca

Ensure you have and show proof of all necessary qualifications valid through 2020, or show proof of being enrolled in courses you still need to acquire (Standard First Aid and CPR-Level C for all staff, NLS for Waterfront Positions). Only staff with proof will be interviewed for positions.

Please DO NOT get a Criminal Reference Check or Vulnerable Sector Screening prior to receiving an employment offer.

Please note start and end dates of all positions you apply to. Only those who can complete full contracts will be considered for full time positions.

Any staff requiring significant time off will be considered for supply positions.

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