



## WEST HANTS REGIONAL MUNICIPALITY

### JOB DESCRIPTION Casual Summer Camp Leader

**Position Title:** Casual Summer Camp Leader

**Department/Division:** Community Development

**Reports To:** Summer Manager and Camp Coordinator

**Wage:** \$17.55 per hour – Pending budget approval

**Work term:**

- Part-time – June 1 to June 28, 2026, up to 15 hours per week, for job specific training.
- Casual hours, as needed – June 29 to August 28, 2026, with full time hours covering Aug 7-14<sup>th</sup>.

**Classification:** Seasonal student position

**Revision Date:** June 2026

---

#### POSITION SUMMARY

Under supervision, a team of Summer Camp Leaders implement of a series of one-week day camps and special events. They will supervise participants and lead inclusive games, crafts, activities, and outings in an enthusiastic manner while maintaining a welcoming, inclusive, and safe environment for staff and participants.

---

#### JOB DUTIES AND RESPONSIBILITIES

- Work with Recreation Program Supervisor, Summer Manager, and Camp Coordinator in delivering high quality, welcoming and energetic programming.
- Lead inclusive games, activities, songs, crafts, drama and other recreational activities with children.
- Implement high quality and inclusive programming as organized by the Summer Manager and Camp Coordinators.
- Supervise the activities of Summer Camp participants.
- Understand and follow all safety procedures, health and emergency procedures.
- Attend all training opportunities, including feedback from superiors.
- Assist the Camp Coordinator to organize and maintain day camp rooms, equipment, and supplies.
- Ensure safety of participants by enforcing safety rules, inspecting equipment, facilities, materials, etc.
- Meet the requirements of the schedule agreed upon prior to the summer.

- Contribute to the organization and operation of an effective and smoothly functioning team.
- Attend and participate in staff meetings.
- Prepare reports and evaluations in accordance with established Policies and Procedures.
- Other duties as assigned.

---

## **JOB REQUIREMENTS**

### **Knowledge:**

- Knowledge of games, crafts, songs, drama, and sports activities for ages 5-11
- Knowledge of Healthy Child Development
- Knowledge of Risk Management
- Knowledge of Trauma Informed Care Principles

### **Ability:**

- To effectively follow policies and procedures.
- To effectively communicate orally and in writing.
- To adapt programming and provide inclusive opportunities.
- Provide quality customer service.
- To provide child focused programming.
- To lead by example.
- To be a positive part of a team and deliver high quality programs to participants.

**To apply for this position**, send a **cover letter and resume** to [beinspiring@westhants.ca](mailto:beinspiring@westhants.ca)

- In your emails subject line, include “2026 Casual Summer Camp Leader”
- **Deadline to apply:** Monday, June 15, 2026 at 8:00am