



## Job Posting

# Summer Camp Program Specialist in Arts

The Ralph Thornton Community Centre (RTCC) is a dynamic neighbourhood centre involved in community development and social justice in South Riverdale. We collaborate with others to create a healthy, inclusive, and vibrant community.

We are seeking a Summer Camp Program Specialist for our summer Riverdale Adventure Centre (RAC) Camp.

This position is responsible for providing a safe, fun, and enriched camp experience for children ages 6-12 within the stated RAC policies and procedures. Under the directions of the RAC Coordinator, Coordinator of Settlement Services, and the Director of Program, and in collaboration with other counsellors and specialists, the Program Specialist is responsible for planning and implementing daily arts activities. The RAC camp is offered to local residents with dedicated spaces for children from subsidized housing, low income and LGBTQ+ families.

### **Responsibilities:**

- Plan and implement specialty arts activities for summer camp participants, including painting, drawing, drama, dance, music, and arts and crafts;
- Support camp counsellors to supervise children while participating in art activities;
- Purchase and maintain arts and crafts supply inventory;
- Ensure the safe storage of equipment and supplies in designated areas and keep craft areas clean;
- Assist with set-up and clean-up of arts and crafts activities;
- Plan and lead group art projects over all 8 camp sessions to commemorate the summer;
- Follow camp policies and procedures;
- Participate in camp staff meetings and training sessions;
- Ensure activities are of excellent quality and appropriate to the healthy development of children;
- Perform other program related duties as assigned by the RAC Coordinator and/or Director of Programs.

### **Qualifications:**

- Background in Arts, Media Arts, Music, Child and Youth Work, Social Work, ECE, ECA and/or related discipline;
- Experience with planning arts activities for children;
- 1 year previous experience working with children;
- Effective communication skills – written and verbal;
- Emergency First Aid and CPR-C;
- Must be between the ages of 15 and 30 years at the start of employment;
- Familiarity with virtual platforms, particularly Zoom, an asset.

*A Vulnerable Sector Screening (police reference check) is required by successful candidates prior to hiring.*

**Rate of Pay:** \$20.42/hour (As Summer Program Staff, this position is excluded from CUPE Local 2998)

**Contract:** June 30 to August 29 (10 weeks) Includes a training and program planning

**Hours:** 35 hours/week Monday through Friday

**Deadline:** 11:59 pm on March 16, 2025.

**How to Apply:** Please send a cover letter and resume to [careers@ralphthornton.org](mailto:careers@ralphthornton.org) with the subject heading "RAC Program – Summer Camp Specialist Arts"

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In accordance with our collective agreement, members of CUPE 2998 will be considered first.

*The Ralph Thornton Community Centre is committed to employment equity. We seek to build a diverse and welcoming team. We encourage individuals from communities facing systemic barriers to apply, including people of colour, Indigenous people, members of the Black community, women, LGBTQIA2S, and people with disabilities. If you require accommodation to complete and submit your application and/or during the interview process, please advise the recruitment contact person, so arrangements can be made.*

As required by our funders, Canada Summer Jobs, candidates must be between the ages of 15 and 30 years on the first day of employment.

We thank all applicants. Only those selected for an interview will be contacted.

*Ralph Thornton recognizes the work we do is on Indigenous land. We acknowledge all nations and their work to protect and honour the land while colonization remains ongoing.*