



## Job Posting

### Summer Mentor Program Camp Counsellor – 2 positions

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 Summer Camp Counsellors for our summer Mentor Program Camp. This position is responsible for providing a safe, fun, and enriched camp experience for children ages 6-12 within the stated camp policies and procedures. Under the directions of the Child & Youth coordinator, the Coordinator of Settlement Services and the Director of Programs and in collaboration with other counsellors and specialists, the counsellor is responsible for planning and implementing daily educational and social programs. The camp is offered to children from local Chinese newcomer families.

#### **Responsibilities**

- Plan and implement age-appropriate fun educational and interactive social activities to help children develop English language skills and social skills with plans adaptable to online programming;
- Supervise children in program and/or work with children one-on one;
- Support Coordinator of Settlement Services in program plan;
- Collect all camper attendance and permission records required for camp activities;
- Update inventory reports relating to first aid and program supplies;
- Communicate to parents regarding camp activities;
- Report regularly to the Coordinator of Settlement Services and/or Director of Programs;
- Attend training and all required meetings associated with the Summer Mentor Program and participates in supervision sessions;
- Assist in the evaluation of the Summer Mentor Program;
- Follow camp policies and procedures; and,
- Perform other Summer Mentor Program related duties as assigned by the Coordinator of Settlement Services and/or Director of Programs.

#### **Qualifications**

- 1-year previous experience working with children, virtual working experience an asset
- Educational programming skills--program planning and implementation
- Effective communication skills--written and verbal
- Emergency First Aid and CPR-C (training will be made available prior to the start of camp)
- Residence in local community and/or Chinese language skills an asset
- Computer literacy skills, online education games, google documents, particularly Kahoot, an asset

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

**Rate of Pay:** \$17.20/hour (As Summer Program Staff, this position is excluded from CUPE Local 2998)

**Contract:** June 30 to August 29 (10 weeks) Includes 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 Mentor Program Counsellor"

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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.*