



Camp U of T – Assistant Instructor

Are you looking for challenging, meaningful work in a supportive and diverse environment? Are you looking for a career at one of Canada’s top employers? Work where the world comes to think, discover and learn. Consider a career at the University of Toronto.

The University of Toronto is strongly committed to diversity within its community and especially welcomes applications from racialized persons / persons of colour, women, Indigenous / Aboriginal People of North America, persons with disabilities, LGBTQ persons, and others who may contribute to the further diversification of ideas.

Deadline:	May 6, 2018
Number of Positions:	Varies
Rate of Pay:	\$16.50/hour
Position Start Date:	May 21, 2018 *Mandatory training June 25 - 26
Position End Date:	August 10 or August 17
Number of Hours per week:	May 21 – July 2: Varies (prep work required) July 3 – Aug 10/17: 32 – 42.5 hours/week Hours are Monday – Friday, between 7:45am – 6:15pm
Classification:	Casual U of T, seasonal
Summary:	<p>Our instructors are responsible for the overall camp experience for campers, volunteers and staff in their groups. We are looking for motivated and creative people who are committed to designing a first class camp and who will ensure the safety and enjoyment of each camper.</p> <p>Duties include:</p> <ul style="list-style-type: none"> ▪ Preparation of a curriculum for their program. ▪ Creation of DAILY lesson plans with assistant instructors during training and delivery of those lesson plans, engaging all staff in the camp. ▪ Supervision and mentoring of assistant instructors including assistance at training, following all camp policies and procedures, evaluation and assistance. ▪ Assisting with the planning, preparation and delivery of Camp Training, FULL attendance at training is required by all senior instructors. ▪ Ensuring facilities and equipment are prepared for all activities by preparing equipment, communicating set up needs in advance and performing risk management checks on the facility. ▪ Ensuring completion of all administrative paperwork including curriculums, lesson plans, incident reports, permission forms, staff evaluations and parent feedback forms.

	<ul style="list-style-type: none"> ▪ Maintaining positive relationships with parents/guardians of campers, responding to concerns with assistance from the administrative team. ▪ Responsible for building and maintaining positive group dynamics and ensuring that all campers participate, learn and enjoy their time at camp. ▪ Ensuring that all children are treated with fairness, respect and understanding. ▪ Ensuring that their campers understand and follow the Camp U of T code of conduct. ▪ Assisting in facilitating the inclusion of children with disabilities into the camp program. ▪ Ensuring that all camp rules are met. ▪ Ensuring that they are in compliance with all Camp U of T policies and procedures and staff code of conduct. ▪ Contacting camper parents/guardians outside of camp hours to give them an orientation to Camp U of T and to deal with any issues that arise during the camp session.
Minimum Qualifications:	<p>Education: Minimum of one year of post-secondary education completed. Preference is given to candidates in senior years, post graduate or with teaching or coaching certificates</p> <p>Experience:</p> <p>Sport Camps: Demonstrated experience in participation and coaching in sport. NCCP certification and/or intercollegiate experience are preferred. Knowledge of child and youth development and fundamental movement skills required. Leadership experience is preferred.</p> <p>Leadership Camps: Demonstrated leadership experience in sport and other areas. Experience mentoring and challenging youth is required. Leadership Training Certificate/leadership courses considered an asset.</p> <p>Mini-University Camps: Demonstrated knowledge of the subject area is required. A passion for sharing and communicating knowledge in an exciting and hands-on manner; Experience teaching or coaching; knowledge of child development is required. Leadership experience is preferred.</p> <p>Other: Other:</p> <ul style="list-style-type: none"> ▪ Standard First Aid certificate from Red Cross or St. John’s Ambulance issued not more than 3 years prior to August 18, 2018 - REQUIRED. ▪ Basic Rescuer/Level C CPR certificate issued not more than 1 year prior to August 18, 2018 - REQUIRED ▪ Aquatics Multisport – Current NLS is required, WSI or LSS instructors strongly preferred.

	<ul style="list-style-type: none"> ▪ NCCP Fundamental Movement Skills strongly preferred ▪ Responsible, energetic, excellent customer service skills, adaptability and strong teamwork skills are required. ▪ Demonstrated excellence in teaching and/or leadership ▪ Demonstrated experience in the subject or sport ▪ Experience supervising staff is an asset ▪ Ability to work with people with diverse abilities, ethnicities and sexual orientations is essential <p>Camp U of T requires criminal records checks on all successful new Camp U of T staff. The cost of the criminal reference checks will be paid by the successful candidate. Further information, including screening criteria, will be available at the interview and at the time a conditional offer of employment is made.</p>
Method of Application	<p>APPLICATION FORM REQUIRED. Resume and cover letter are optional and may be attached directly onto the online application form. Required qualifications must be submitted.</p> <p>Online application: https://checkbox.fpeh.utoronto.ca/Checkbox/CampUofTSummer2018Application.aspx</p>
Contact Information:	<p>Will Kopplin Manager, Children & Youth campuoft@utoronto.ca</p>
Date Posted:	<p>April 27, 2018</p>

