



**Job Title:** Mini Camp Counsellor

### **About True North Sports Camps**

True North Sports Camps offers year-round sports programming for boys and girls ages 4 to 14 throughout mid-town Toronto and Etobicoke. We offer baseball, flag football, basketball, soccer and multi-sport summer day camps as well as after-school and weekend programs during the fall, winter and spring. At True North, we believe that recreational sports are an important part of every child's development and we make it our top priority to deliver a truly memorable experience.

True North Sports Camps was created by the founders of North Toronto Baseball Camp, and since 2007 our goal has remained the same: to provide the highest quality sports instruction in a fun, safe and encouraging environment.

### **The True North Philosophy**

At True North Sports Camps we are committed to creating the best possible experience for every camper and great staff are vital to achieving that goal! While developing the campers' athletic skills is certainly important, our core focus is creating a positive environment for our participants, allowing them to have fun and forge lasting friendships.

### **Summer Camp Details**

Our Mini Camps are a reimagined summer camp program in light of the COVID-19 pandemic for campers ages 4-14. Mini Camps will take place at a location of the family's choosing in either their backyard or a neighbourhood park. Mini Camps will run for 9 weeks in the summer (July 5 – September 3), operating daily (Monday to Friday) during a designated 2-3-hour time slot each week. Scheduling will be done weekly; we will aim to schedule our staff for as many weeks as possible but this is subject to demand and public health restrictions amid the COVID-19 pandemic. Mini Camp Counsellors ("Coach") may have the opportunity to work a combination of traditional camps and Mini Camps during the summer.

### **Responsibilities**

Each week, Mini Camp Counsellors are in charge of two designated groups, each up to 5 campers (one group in the morning and one in the afternoon). The Counsellor will be responsible for planning, organizing, and implementing camp programming, while fostering a fun, inclusive, and safe environment for all campers. All Mini Camp Counsellors will be required to attend a staff training session that is currently expected to occur the weekend of June 26/27, 2021. As a Mini Camp Counsellor, you will have responsibilities both on-site and off-site, which include, but are not limited to, the following:

#### Outside of the Mini Camp Programming Hours (approximately 5 - 10 hours weekly)

- Calling the host family one week before their scheduled camp to;
  - Introduce yourself
  - Discuss the goals of the Mini Camp
  - Gauge camper interests and programming needs



- Discuss any logistical details
  - Answer any questions the parent might have
- Work with the camp office to ensure that you have all the required equipment and supplies each week
  - Track and organize camp equipment, and personal protective equipment
  - Clean equipment with the sanitation supplies provided at the end of each session
- Program planning for each individual Mini Camp (note that the programming is customizable for each Mini Camp and will likely include a variety of sports and active games) – you will be provided with resources and training to assist in program planning
- Organizing camper info sent to you by the office in advance of each Mini Camp
- Complete and handout scouting reports at the end of each week
- Complete and submit a checklist of how each session went (daily)

#### During the Mini Camp Programming (Approximately 25-30 hours weekly)

- Programming
  - Facilitate daily camp programming – as the only staff on-site, you will be required to get involved with the campers!
- Camper and Family Interactions
  - Manage camper check-in and check-out
  - Communicate and interact with parents – handling program questions and feedback in a professional manner by providing exceptional customer service
  - Providing care and comfort to upset or distraught campers
- First Aid and Camp Safety
  - Ensure that all activities are carried out in a safe manner
  - Administer first aid to campers as needed
  - Keep diligent records of all incidents at camp
  - Administer prescription medications to campers, if required
  - Keep a clean, well-organized, and fully stocked first aid kit
- Camp Policies
  - Ensure that camp-wide policies and procedures are implemented (especially when it comes to any COVID-19 health and safety policies)

#### **Experience and Skills**

- Strong leadership and communication skills developed through previous coaching and/or counsellor roles, along with the ability to provide exceptional customer service
- Experience playing and/or coaching at least one of the following sports: basketball, baseball, football, or soccer **AND/OR** experience working with children in a teacher or supervisory role
- Well-developed interpersonal and relationship building skills: ability to establish rapport and maintain excellent communication with campers and parents
- Strong organizational skills and ability to adapt



- *Mini Camp Counsellors will be required to become certified for Standard First Aid and CPR C if they do not already possess these certifications*

### **Application Process**

To apply for a 2021 position at one of our sports camps, please visit the Join Our Team page on our website (<https://www.truenorthcamps.com/join>) and select the Apply Now button. **Please indicate in your cover letter which camp(s) you will be applying for and your availability to work in July and August.**

- If selected, applicants will be invited to attend a 30 minute online interview Skype with a member of our Camp Leadership Team.

Please note that applicants must be 16 as of December 31<sup>st</sup>, 2021 to apply.

### **Compensation**

Compensation will be determined based on experience and qualifications.

*We welcome applications from people with disabilities and will provide accommodation as required by law upon request.*