



TRUENORTH

SPORTS CAMPS

Job Title: Program Director of our March Break Multi-Sport Camp (Toronto)

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.

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. 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.

March Break Camp Details

- Location – *Branksome Hall*
- Address - *6 Elm Avenue Toronto, Ontario M4W 1N4*
- Date – *March 13 to March 17*
- Time – *8:30 AM – 4:00 PM (Extended Care offered until 5:00 PM)*

Responsibilities

Program Directors are the on-site leaders of our camps and are responsible for the planning, organization and implementation of daily camp programming, while fostering a fun, inclusive and safe environment for all campers and staff. As Program Director of our Multi-Sport March Break Camp, you are responsible for the holistic management of the Multi-Sport Camp with the support of the camp coaches. More specifically, Program Directors have responsibilities both on-site and off-site, which include, but are not limited to, the following:

Pre-Camp

- Work with the "Leadership Team" to create camp programming
- Assist with the planning and execution of staff-training, date TBD (attendance at staff-training is mandatory)
- Ensure that all required equipment and supplies are purchased, stored and organized at camp

At Camp (March 13 – 17, 2023)

- Staff Management
 - Provide coaches with informal ongoing feedback and instruction



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- Support coaches with the communication of weekly schedules and daily reminders (including any medical conditions, hydration, etc.)
- Facilitate start and end of day staff meetings – set expectations for all coaches and encourage personal growth
- Manage and track staff attendance
- Programming
 - Organize camper groups before the start of camp (based on age/skill)
 - Create and facilitate daily camp programming – get involved with the campers!
 - Work with the coaches to continuously improve programming
- Camper and Family Interactions
 - Manage camper check-in and check-out
 - Communicate and interact with parents throughout the day – handling program questions and feedback in a professional manner by providing exceptional customer service
 - Assist coaches by providing care and comfort to upset, distraught or homesick campers
- First Aid and Camp Safety
 - Ensure that all activities are carried out in a safe manner
 - Support the Coaches in:
 - Providing first aid to Campers and Coaches as needed
 - Keeping diligent records of all incidents at camp
 - Administering prescription medications to campers
 - Keeping a clean, well-organized, and fully stocked first aid kit
- Miscellaneous
 - Ensure that camp-wide policies and procedures, including COVID health and safety policies, are implemented and followed by all coaches and campers (i.e., Hand sanitation, daily symptom screening, social distancing between separate cohorts, phones/tablets away during camp, regular headcounts, garbage pick-up, etc.)
 - Ensure accurate tracking and organizing camp equipment, supplies, t-shirts and prizes

COVID-19

In order to ensure a safe camp experience for all campers and staff this summer, the health and safety policies and procedures at True North will be routinely revised to reflect the most up to date Public Health recommendations. We will ensure that our health and safety policies meet or exceed the Public Health requirements at the time of the program.

**Please note, in accordance with Branksome Hall policy we will be requiring all staff and participants to be fully vaccinated prior to the start of our March Break Camp.*

The safety and wellbeing of our staff and campers has always been a priority at True North Sports Camps. In an effort as a community to try and slow the spread of COVID-19 we require all of our staff members to be fully vaccinated upon the acceptance of this job offer.



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Experience and Skills

- Strong leadership and communication skills developed through previous supervisory roles along with the ability to provide exceptional customer service
- Experience developing programs and activities for children
- Well-developed interpersonal and relationship building skills: ability to establish rapport and maintain excellent communication with campers, parents, and coaches
- Strong organizational skills and ability to adapt
- Experience playing and a variety of sports including but not limited to; baseball, basketball, football, soccer, etc. **AND/OR** extensive experience working with young children in a supervisory role as a teacher or early childhood educator
- Ability to encourage and motivate staff, and to acknowledge and appreciate the contributions of others
- Flexibility to meet on occasional evenings and weekends with the Camp Leadership Team throughout the summer
- *Program Directors will be required to become certified for Standard First Aid and CPR C if they do not already possess these certifications*

Compensation

Compensation will be determined based on experience and qualifications and will be competitive with comparable positions.

Application Process

To apply for the Program Director of our March Break Multi-Sport Camp position, please visit the Join Our Team page on our website (<https://www.truenorthcamps.com/join>) and select the Apply Now button.

We foresee the ability to run camp, however we will be subject to the Public Health and Safety restrictions at the time of the program.

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