



Richmond Centre for Disability

“Promoting a new perspective on disability”

2018 SUMMER CAMP JOB POSTING

POSITION TITLE: Summer Camp Assistant

(Total 5 Positions: 3 Canada Summer Job CSJ Positions & 2 Contract Positions)

POSITION SUMMARY

This is a perfect opportunity for youth to develop leadership skills through training and working with children with disabilities. These exciting positions will enable youths to be involved in the planning and implementation stages of the summer camp. The main scope of responsibilities is to ensure proper preparation, assist Summer Camp Coordinators to administer the summer camp; and work together with the entire team to build a positive and safe work environment.

QUALIFICATIONS

- Experience working with children with disabilities and/or summer camp
- Positive, enthusiastic and passionate about summer camps activities
- Good interpersonal and communication skills
- Valid First Aid & CPR “C”, as well as “Food Safe Certificate” are assets
- Pass a criminal record check or with recent document of criminal record check

GENERAL DUTIES

- Assist in implementing activities at the summer camp
- Assist Summer Camp Coordinators in all duties and responsibilities
- Daily operation of the summer camp and housekeeping duties
- To always act in a professional manner whenever dealing with participants, parents, volunteers and co-workers and to represent RCD in the most positive manner at all times

TIME COMMITMENT

- Canada Summer Job Positions: June 29 to August 10, 2018, Monday to Friday, 9 a.m. to 3:30 p.m.
- Contract Positions: July 3 to August 10, 2018, Monday to Friday, 9 a.m. to 3:30 p.m.

APPLICATION DEADLINE: May 18, 2018

RATE OF PAY: \$13.5 per hour for 182 hours (Contract) or 195 hours (CSJ)

HOW TO APPLY: Submit a cover letter and resume to Ella Huang, RCD Executive Director at ella@rcdrichmond.org

Please note – For the Service Canada summer student positions, applicants must be returning to school in September, 2018. For the Contract positions, the pay is based on actual work hours. Visible minorities and aboriginal people are considered a priority.

The RCD thanks all applicants for their interest; however only those applicants considered for an interview will be contacted.