



Kiwanis Club of Windsor Sunshine Point Camp



POSITION DESCRIPTION – COUNSELLOR

About Sunshine Point Camp and the Kiwanis Club of Windsor

The Kiwanis Club of Windsor has been incorporated for over 100 years and has operated Kiwanis Sunshine Point Camp since 1947. We are a service club dedicated to bettering the lives of children in Windsor and Essex County. Kiwanis Sunshine Point Camp is a five-day, overnight camp for children. It is located on Lake Erie at 955 County Road 50 East, forty-five minutes from Windsor, between Colchester and Kingsville. Our camp welcomes boys and girls over seven weeks. Five weeks are reserved for boys and girls ages seven to eleven. Two weeks are reserved for 12–14-year-olds. Each camp period runs from Sunday afternoon till Friday afternoon. We financially subsidize those children who can't afford to attend and work closely with the Windsor Essex Children's Aid Society to identify children who would benefit from summer camp.

Work begins for our staff with orientation and training June 29-July 3. Our staff spend the weeks onsite and may sleep in a camper cabin and in some cases in a staff cabin. Staff is responsible for bringing their toiletries and linens. Our staff join our campers for all meals.

Position Summary

Reporting to the Assistant Director and Director, the Counsellors are responsible for ensuring the safety and full participation of the campers in all aspects of Sunshine Point Camp. This will include, but not be limited to, supervision of a cabin of campers.

Salary ...\$18.70/hour (40 hours per week)

Position Requirements

- Teamwork skills are necessary.
- High energy level.
- Desire to work with and teach children.
- CPR and Standard First Aid are assets.
- Current Vulnerable Sector Check required.
- Training in Conflict Resolution, Corrective Discipline, Anger Management, and other skills to effectively deal with children/adults is preferred.
- Preference is given to those enrolled in a post-secondary program and returning to school in the fall.

Position Responsibilities (include but are not limited to)

- Assist in planning, implementing, and participating in all camp activities as directed.
- Interaction with campers and dealing with problems as they arise.
- Attendance at, and participation in, regularly scheduled staff meetings.
- Positive communication with parents and guardians as required during drop off and pick up.
- Maintenance of a safe environment for campers and staff specifically in and around cabins.
- Daily maintenance of their cabin, having each camper organize their belongings and store in their area.
- Participate in camp opening activities during orientation week.
- Assist the Camp Director in ensuring the camp is left clean, safe, and in good order at the end of each week.
- Other duties as assigned by the Camp Director or Camp Committee Chair.