

BELIEVING, INSPIRING, ACHIEVING CAREER OPPORTUNITIES

INTERNAL/EXTERNAL POSTING #24-25

POSITION:	Full Time 35-40 hours per week, 10-week Summer Employment, Summer Camp – Camp Lead
PROGRAM:	VAUGHAN, RICHMOND HILL, MARKHAM
HOURS:	Discussed at the interview
SALARY:	\$20 per hour + 4% Vacation Pay

What We Do:

Community Living York South employs over 200 people. Over the last 65 years, we have provided exceptional supports and services to people who have intellectual disabilities and their families in our communities of Richmond Hill, Markham, Thornhill, Stouffville, and Vaughan.

We are a culturally diverse, heart-centered staff group with strong values of equity, respect, and inclusiveness for all people. If those values describe you as well, please check out our current job postings!

What We Offer:

- Competitive Salary
- Personal satisfaction
- Great learning and growth opportunities (i.e CPR/First AID/CPI)
- A diverse workforce representative of our communities
- Recognition of excellence through appreciation certificates
- Summer staff appreciation event that you won't want to miss!

What You Will Do:

- To be the main point of contact and to oversee daily camp operations (i.e attendance, and supplies)
- Ensure camp documentations are organized and kept up to date (i.e camp binders)
- To liaise with community support coordinators and provide regular updates
- Complete and maintain accurate financial documents (i.e petty cash reimbursement, uploading receipts, and creating weekly budget plan)
- Mentor and coach team participation for camp related tasks

- Work with Child/Youth Support Workers to develop a program plan for summer camp (i.e. this may include but is not limited to excursions, work experience opportunities, life/social skills)
- Liaise/communicate with different stakeholders (i.e. community businesses, organizations, supervisors and parents/caregivers)
- Implement, coordinate, and facilitate summer camp activities
- Provide support to children, youth and adults who have an intellectual disability in the Summer Camp setting (Camp will operate from July 2 to August 23, 2024)
- Supervise and engage participants in social, recreational, life skills and community-based activities
- Ensure health and safety protocols are in place (i.e. emergency contact card, and space free from hazardous)
- Input participant data and report incident/injuries in the associations database
- Other duties as required

What We Need:

- Values driven individuals;
- Experience working with people of various ages and abilities is preferred;
- Ontario Secondary School Diploma required;
- Must be between the ages of 15-30 at the beginning of the employment period (as per Funder requirement)
- Canadian citizen, permanent resident, or protected refugee (as per Funder requirement)
- Must have a registered SIN (as per Funder requirement)
- Some positions: A second language is mandatory (including but not limited to French, Farsi, Cantonese, Mandarin, Punjabi, Urdu and/or Tamil--as per Funder requirement)
- Able to work from June 13th to August 23rd inclusive
- Ability to lead others/leadership skills/model, direct and mentor colleagues;
- Capable of fostering independence in others;
- Strong advocacy and interpersonal skills;
- Demonstrated achievements in community development/community capacity building;
- Superior computer skills in MS Office, Adobe in Design, and search engine capabilities;
- Excellent written and verbal communication skills;
- Excellent organizational skills and attention to detail;
- Excellent public speaking skills;
- Excellent problem-solving skills
- Candidates must have COVID 19 Vaccination unless the candidate has exemption based on human rights grounds. Supporting documents must be provided in this case, to assess accommodation.

Reporting to: Ritu Singarayer, Director of Community Development
Start Date: June 13, 2024

Please Quote Job Posting: 24-25

Please send your cover letter and current resume to: careers@communitylivingyorksouth.ca

Close Date: April 26, 2024 at 4:00 p.m.

Community Living York South is an equal opportunity employer. Community Living York South will provide, upon request, accommodation to the materials and processes used in the recruitment process in accordance with the Accessibility for Ontarians with Disabilities Act, Integrated Accessibility Standards Regulation.