



# Town of Whitby Employment Opportunity

## 2017 Summer Camp Employment Program

The Town of Whitby, Durham's Business Centre, a rapidly expanding and progressive community with a population of 130,000 and located approximately 50 km east of Toronto, is currently seeking a highly motivated and energetic individual for this challenging opportunity.

We are currently accepting applications/resumes for the 2017 Summer Camp Program. The following positions within the Community and Marketing Services Services Department may be available pending staffing requirements and budget approval:

- Iroquois Park Sports Centre
- Cullen Central Park
- Brooklin Community Centre and Library
- Playground Program
- Inclusive Services Camp

**For more information on the Summer Camps please go to:**

<http://www.whitby.ca/en/residents/camps.asp>

### Eligibility Requirements:

- Applicants must be at least 16 years of age.
- Applicants must have current Basic First Aid and CPR "B" certifications (proof will be required at the interview stage).
- Applicants must have a current (within 3 months) satisfactory Criminal Reference Check (proof will be required upon receipt of a conditional offer of employment).
- Applicants must have demonstrated leadership experience.
- Completion of the Counsellor-In-Training (C.I.T.) Certificate Program or Leadership-In-Training (L.I.T.) Certification Program will be considered an asset (proof will be required at the interview stage).
- Applicants must be currently enrolled in full time studies and must be returning to school full time in the fall of 2017.
- Applicants must be available to attend an interview, in person.
- For Camp Counsellor positions with Iroquois Park Sports Centre, Cullen Central Park, Brooklin Kinder and Day Camp, Playground Program, and Inclusion Services, selected applicants must be available to commence employment beginning June 28, 2017 and ending September 1, 2017, inclusive.
- For Senior Camp Staff including Camp Leaders, Senior Camp Counselors and positions with the Junior Fire Camp Program, selected applicants must be available to commence employment beginning June 5, 2017 and ending September 1, 2017, inclusive.

### Additional Requirements and Responsibilities for Inclusion Services Counsellors:

- Applicants must have past work or volunteer experience assisting children with special needs.
- Responsibilities include: providing individual support for a child or youth with special needs; developing and implementing a safe, inclusive and adaptive programming for children and youth with special needs and working with Camp Counsellors to implement specific daily program plans that accommodate the special needs of your participant.
- Additional responsibilities include: assisting children and youth with special needs in areas such as lifts, toileting, feeding and other needs as necessary.

## **Application Process:**

Applicants will be matched up with opportunities based on course of study, knowledge, experience and/or skills.

The information you provide on the application form and resume will be used to determine eligibility for the Summer Camp Employment Program. Incomplete applications or applications that do not provide sufficient information may not be considered.

Please note: These are not positions with the Community Connection Program.

## **Application Instructions:**

To be considered for a Summer Camp position, the 2017 Summer Camp Program application form must be completed, signed, attached to a current resume, and submitted to Human Resource Services by the application deadline date of June 9, 2017 at 4:30 p.m.

Human Resource Services

Phone: 905.430.4313

Fax: 905.430.4340

Email: [summercamp@whitby.ca](mailto:summercamp@whitby.ca)

Please indicate Summer Camp or Inclusion Services Camp in the Subject Line of your e-mail.

## **Interview Disclaimer:**

Interviews will commence in June 2017 and will continue until all positions have been filled. Selected applicants will be required to undergo pre-employment assessments, candidates will be advised accordingly.

We thank all those persons who apply, but advise that due to the large number of applications received, acknowledgement will only be forwarded to those applicants invited for an interview.

The Town of Whitby is an equal opportunity employer and is committed to inclusive, barrier-free recruitment and selection processes and work environments. Please advise Human Resource Services of any accommodations needed to ensure your access to a fair and equitable process. Any information received relating to accommodation will be addressed confidentially.

Personal information provided is collected under the authority of The Municipal Act.