
JOB POSTING

Day Camp Leader, Full-Time for 8 weeks starting July 2, 2025 (6 roles available)

Location: 74 Firvalley Court

Warden Woods Community Centre

Warden Woods Community Centre is a nonprofit neighbourhood centre working with and for the people of Southwest Scarborough since 1970 to build caring, compassionate, just and interdependent communities. For more: wardenwoods.com

Position Summary

Reporting to the Children's Program Supervisor or Designate, Day Camp Leaders will be responsible for working as a team to develop, implement and supervise community-based summer activities for up to 50 local children each day. Day Camp Leaders may also support our Early ON Program (children 0-6 and parents/caregivers) and Youth Program (12-18 years) as needed over the summer.

Key Responsibilities

- Working as part of a team, develop and lead an exciting, enriching, safe, relevant and memorable summer day program for local children.
- Supervise children throughout the day- on site, off site, during meals and activities
- Develop and encourage strong and healthy relationships among local children, and between local children/families and other community members including staff.
- Support the needs and interests of local children and youth, and develop a responsive, community-centered program.
- Communicate with families, other staff, and management to build trust and address concerns.
- Respond to conflicts, incidents and emergencies as part of a camp team.
- Ensure camp rules, policies and procedures are applied appropriately to provide a safe, equitable experience for all participants.
- Respectfully enforce expectations for communication and conduct.
- Ensure program spaces, equipment and supplies are appropriately used and kept
- Contribute to weekly program plans & newsletters
- Complete and maintain appropriate documentation and statistics as assigned
- Support the implementation of ongoing program feedback mechanisms, periodic evaluations and program changes
- Participate meaningfully in meetings and training sessions with the program team

- Give and receive support from the camp team and other Warden Woods staff members.
- Other duties as assigned

Key Qualifications:

- More than one year of experience working directly in-person with children under 12 years old to implement programs and services
- Demonstrated ability to develop and lead fun, engaging arts and social-recreation programming for children
- Demonstrated ability to bring positive, fun energy to a space, and to
- Demonstrated ability to respond appropriately to incidents as a member of a team in a community-based environment focused on children
- Demonstrated knowledge of child development and appropriate communication/conduct expectations for children in a community setting
- Formal education related to Children and Youth is a definite asset
- Knowledge of community life in Southwest Scarborough/Warden Woods is a definite asset
- Standard First Aid & CPR C Certificate, and Food Handler's Certification are an asset
- A clear Criminal Reference Check is a condition of employment

As a condition of funding from Service Canada, eligible employees must:

- Be between 15-30 years of age, at the start of the funded position.
- Be a Canadian Citizen, permanent resident, or someone to whom Refugee Status has been granted/conferred.
- Have a valid SIN

International students, and those who are here in Canada on a work, youth, or visitor visa/permit are unfortunately not eligible for the program.

Compensation and Hours of Work:

- \$18.15/hour, 35 hours/week, Monday to Friday. This position will work 7.5 hours between 8am -6pm, according to the camp schedule. Some flexibility is required.
- **Start date: July 2, 2025**
- This is a union-exempt (seasonal contact training) role as per agreement with CUPE Local 5218. We are a unionized workplace.

Application

Please send resume and cover letter via e-mail only to careers@wardenwoods.com with the subject heading: **Day Camp Leader** in the subject line, **by May 21, 2025.**

While we thank all who apply, only those selected for interviews will be contacted.