

City Camp Team Lead

(June 3 - July 26, 2024 | 8-Week Contract)

Three weeks in Surrey & five weeks in Burnaby at the WCK office

PLAY | CREATE | DEVELOP | MOTIVATE | INSPIRE | MAKE A DIFFERENCE

About us:

West Coast Kids Cancer Foundation (WCK) is an organization supporting families with small actions that make a big impact every day. Our families need food, connection, resources, and mental health support while navigating childhood cancer and blood disorders. We help families feel supported and heard through family-led programming that eases the burden.

About City Camp:

City Camp is the only day camp in B.C. where kids (aged 5-12) and siblings of kids with cancer and blood disorders can join in on epic water gun fights, slime-making, and all the magic of camp while still being able to sleep in their own bed at night. Hosted in close proximity to the hospital and with a medical team on site, kids on treatment never have to miss out on the camp

In a nutshell:

WCK is running three weeks of City Camp for summer 2024. We are looking for a confident, fun-loving, compassionate person to lead our volunteers and children each day. City Camp is a program run in collaboration with Surrey Schools and offers children navigating cancer/blood disorders a fun and safe day camp experience.

About you:

You are a flexible and versatile leader. You take on challenges with confidence, creativity, and courage. You enjoy working with a team to facilitate specialized programs for kids with complex needs. You are eager to share your skills with youth volunteers, empower them to try new things, and show them how to lead kids in a fun, creative, and confident way. You are a natural at delegating, bringing the fun, and leading with compassion, enthusiasm, and clarity.

As a valued team member, you will:

Program Planning

- Assist in planning fun, creative, and inclusive in-person and virtual programming for City Camp
- Assist Program Coordinator with volunteer training and orientation
- Assist in creating welcome packs for City Camp participants
- Uphold all health and safety policies and regulations as outlined by the WCK medical committee

Program Facilitation

- Facilitate program activities for in-person and virtual City Camp
- Supervise volunteers and guide them in facilitating summer programming
- Coordinate program updates with participants and families
- Model a "Camper First" and "Safety First" mentality: safe decisions are made in the best interests of the campers and other team members

Team Development & Supervision

- Take an active role in supervising the volunteer team by offering continuous coaching and support, fostering collaboration, and conducting regular check-ins to ensure the well-being and growth of each team member under your purview

- Serve as the primary point of contact for campers and kid team volunteers, ensuring the continuity of camp operations and addressing any immediate needs or concerns

Wrap Up

- Assist in inventory check and reorganization of supplies after City Camp
- Evaluate summer programming needs and make recommendations for next year
- Assist in planning volunteer wrap up event/activity
- Write specific thank you notes to volunteers

Other:

- Carry out other tasks as assigned to support the WCK team

Qualifications and experience:

Education and Experience

- Post-secondary education in a related field, e.g. childhood education, recreation therapy, child life and community health, youth work
- Two years of experience developing children's programs and supervising volunteers is required
- Experience working with children with exceptional or complex medical needs is an asset
- Experience using Google Workplace Tools (Google docs, Google sheets)
- Must have a valid driver's license and access to a personal vehicle
- [Up-to-date immunizations](#) are required
- A clear Vulnerable Sector Criminal Records Check
- Secondary language skills are an asset

Knowledge, Skills & Abilities

- Demonstrated understanding of child cognitive stages of development and the ability to plan and apply adaptive programming to varied and changing situations, including age levels, group numbers, diversity, etc.
- Demonstrated critical thinking, solution-focused, and constructive problem-solving and conflict-resolution skills
- Exceptional communication skills and demonstrated ability to interact with individuals at all levels and adapt to ever-changing, intense and emotional situations
- Demonstrated confidence in role modelling facilitation styles to support youth volunteers
- In your cover letter, please let us know your favourite game to play with kids.

Compensation:

\$21 - 23/hour

To apply:

We want to hear from you! If you are interested in joining the fun as a City Camp Team Lead, please send a resume and cover letter (including your favourite game to play with kids) to Kelsey Merritt, Connection Programs Coordinator, at careers@wckfoundation.ca.

West Coast Kids Cancer Foundation is committed to equality, diversity and a welcoming and inclusive workplace. We thank all applicants for their interest; however, only short-listed candidates will be contacted for consideration.