

**JA South Western Ontario** is a member of JA Canada and part of JA Worldwide (JA), the world's largest not-for-profit organization dedicated to educating young people about business. Through the delivery of hands-on, blended learning in entrepreneurship, financial literacy and work readiness, JA empowers young people to grow their entrepreneurial ideas, hone their work skills, manage their earnings, and secure better lives for themselves, their families, and their communities.

Since 1963, schools in South Western Ontario have relied on JA to prepare young people for success in an ever-changing global economy. JA South Western Ontario is responsible for the geographic area including the counties of Essex, Chatham-Kent, Lambton, Elgin, Middlesex, Oxford, Huron, Perth, Bruce, Grey, Wellington, Waterloo, Brant, Hamilton, Haldimand-Norfolk, and Niagara.

**The JA Summer Camp Coordinator** is responsible for the development and implementation of all aspects of the JA summer camp program and provides on-site support to JA's camp staff in London and virtual support to JA's camp staff in Chatham and Kitchener.

### Primary Responsibilities

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- Facilitating pre-planning and preparation work for JA summer camps in London, Chatham and Kitchener
- Providing leadership, support, and guidance to camp counsellors and volunteers
- Acting as a liaison between camp staff and volunteers and JA
- Managing the camp schedule including camp lesson times, outings, and coordination of camp staff schedule
- Coordinating with community partners involved in the camp program (ex. Local markets, businesses providing tours, bussing etc.)
- Establishing and monitoring measures to ensure the safety and security of all campers; Working in cooperation with other Camp Counsellors to ensure campers are safe, while maintaining adequate health and hygiene measures
- Facilitating training and orientation sessions for camp counsellors and volunteers held prior to camp
- Supporting camp counsellors and volunteers in their leadership roles,
- Overseeing and assisting with camp set up and tear down activities, such as light cleaning, room preparation, organizing supplies/ materials, etc.
- Other duties as assigned

### Skills/ Qualifications

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- Prior experience with camps and/or other youth programs
- Excellent leadership, communication, and organization skills
- Proficiency with
- Ability to work well with children and parents
- Ability to communicate effectively with parents, other Camp Staff, and campers
- Ability to motivate others in learning new skills
- Ability to demonstrate responsible, ethical, and professional conduct
- Ability to provide support and instruction to others
- Experience or education in working with children

This contract position (35.0 hours per week) is funded by the Government of Canada through the Canada Summer Jobs program. You must be between 15 and 30 and be legally entitled to work in Canada to apply. The successful candidate must undergo a Criminal Record Check with Vulnerable Sector Search and must be available to work 8:30 – 5:30pm, Monday to Friday from July 4 to August 26, 2022, on location at the JA Centre, 15 Wharnccliffe Road N, London.

JA South Western Ontario is committed to a diverse, inclusive, equitable and accessible environment where differences are valued and respected in all areas of our business. We welcome and encourage applications from people of all backgrounds and abilities. Accommodations are available on request for candidates taking part in all aspects of the selection process. JA SWO will not discriminate on the basis of race, ancestry, place of origin, colour, ethnic origin, citizenship, creed (religion), sex (including pregnancy and gender identity), sexual orientation, disability, age (18 and over), record of offenses for which a pardon has been granted, marital status (including same sex partners), family status, or any other grounds prohibited by the Ontario Human Rights Code.

JA SWO is committed to ensuring the health & safety of our staff, volunteers and program participants. We follow all public health guidelines related to the COVID-19 pandemic.

Are you ready to be a JA Summer Camp Counsellor? Please submit your cover letter and resume by email to [kchafe@jaswo.org](mailto:kchafe@jaswo.org) by May 20, 2022. We thank all applicants, however, only those selected for an interview will be contacted.