



Job Applicant Guide 2024

THINGS YOU SHOULD KNOW BEFORE YOU APPLY

Staff Cell Phone Policy

Camp counselors are PROHIBITED from using cell phones during camp work-hours. Your primary role is to engage with campers and actively participate in camp activities. You can't do that if you're on your phone. We're committed to the safety, well-being and full engagement of the campers in our care. During camp work hours, staff cell phones must be stored in our secure, locked space and may only be accessed with prior permission from your direct supervisor.

Required Certification

All staff must secure First Aid and CPR certification and a Police Record Check, on their own time, and at their own expense, before the first day of camp.

Staff Training is Mandatory

Please check the staff training dates below to make sure you don't have any existing conflicts and make sure not to plan anything for those dates. Missing mandatory staff training will be grounds for immediate dismissal. You'll lose your job before you even begin.

We have high expectations for our staff because we know our camp families do too.

If you are a teacher or a former counselor at another camp, you should be considered one of the most dedicated performers on that staff. You are someone who would volunteer to do extra work without pay, like coaching teams, helping with fund-raising or helping to put on the school drama production. We will ask you about these attributes at your interview, so please come prepared to show us your record of service at your school or another camp. Our staff of teachers, counselors, and volunteers simply love to work with children. They love to plan activities, entertain large groups, and teach in a fun-first environment.

EMPLOYMENT HIGHLIGHTS

PAY:	Pay rates are listed on our website under "Employment"
JOB LOCATIONS AVAILABLE:	Orleans – St. Peter Catholic High School
	Kanata – Earl of March Secondary School
	Barrhaven – Longfields-Davidson Heights Secondary School
JOB TYPE:	Monday to Friday, Seasonal, Full-time
HOURS:	(1 of 3 shifts ... 9 hours/day)

	7:30am to 4:30pm
	8:00am to 5:00pm
	8:30am to 5:30pm
EMPLOYMENT DATES:	Tue Jul 2, 2024 to Fri Aug 16, 2024
CONTRACT LENGTH:	7 weeks (33 days)
EMPLOYMENT DATE EXCLUSIONS:	No camp on Mon Jul 1, 2024 and Mon Aug 5, 2024
MANDATORY TRAINING DATES (PAID):	Sat Jun 8, 2024 ... 10am to 4pm
	Sat Jun 22, 2024 ... 10am to 4pm
	Sun Jun 23, 2024 ... 10am to 4pm
LANGUAGE PROFICIENCY:	English (required)
	French (nice to have but not required)
HOW TO APPLY:	Returning Staff:
	https://campscanada.com/returning-staff-application-form/
	New Staff:
	https://campscanada.com/new-staff-application-form/

POSITIONS AVAILABLE

Detailed Job Descriptions are available on our website at: <https://campscanada.com/employment/>

Positions available include: Operations Manager, Director, Department Head, Counselor, Counselor In Training (CIT).

HIRING SCHEDULE

The bulk of our hiring is done in March and April, but we encourage you to apply online anytime. We keep all applications on file and we'll contact you if we want to schedule an interview.

CAMP LOCATIONS

ORLEANS: ST. PETER CATHOLIC HIGH SCHOOL ... 750 Charlemagne Blvd, Orleans, Ontario, K4A 3M4
BARRHAVEN: LONGFIELDS-DAVIDSON HEIGHTS SS ... 149 Berrigan Drive, Nepean, Ontario, K2J 5C6
KANATA: EARL OF MARCH SS ... 4 The Parkway, Kanata, ON, K2K 2B6

7 WEEKS OF WORK

WK 1 JUL 2 - 5**
WK 2 JUL 8 - 12
WK 3 JUL 15 - 19
WK 4 JUL 22 - 26
WK 5 JUL 29 - AUG 2
WK 6 AUG 6 - 9**
WK 7 AUG 12 - 16

** We don't run camp on Canada Day (Mon Jul 1, 2024) or the Civic Holiday in August (Mon Aug 5, 2024).

PAY

You can view pay rates for each position on our website.

People who choose to work at camps, do so primarily because they love to work with children in a caring, fun, summer environment and not because they want to get rich. If pay is your motivating factor, then a camp might not be the best place for you to work.

HOURS

We have 3 different shifts at camp:

Early: 7:30am to 4:30pm
Middle: 8:00am to 5:00pm
Late: 8:30am to 5:30pm

Schedules are emailed to staff about a week in advance. We can usually accommodate your request for a particular shift. Volunteers have a more flexible schedule because they are often arriving at the same time as a sibling attending camp.

YOUR ROLE

Your role is to oversee our programs and make sure they're safe and fun! We expect our counselors to smile and laugh and truly enjoy their work ... to take part in theme days like "crazy hair day" and "pajama day" and not be afraid to join in a camp-wide sing-along. We encourage you to have fun at work, understanding that the more fun you bring to your role, the higher the likelihood that the kids will be having fun too.

At the same time, you bear the big responsibility of creating a positive and engaging experience for campers. This involves supervising and guiding them, nurturing a safe and enjoyable atmosphere, and leading diverse camp activities.

The position demands individuals who are enthusiastic, responsible, and dedicated to the well-being and development of kids.

Don't worry if you are not the best athlete or don't have specific training in a particular activity. We're looking for staff who are great with kids, not necessarily the best athletes or artists in the world.

“We'll provide the training, you provide lots of energy and positive encouragement for the kids”

ARTS AND CRAFTS CAMP

You don't need to be able to paint Picasso's, but you should feel comfortable leading basic arts and craft projects. You'll follow daily lesson plans provided by the Department Head.

BIKE CAMP

You don't need to be an expert rider or spend your weekends on the off-road trails, but you should be comfortable biking and be happy to teach kids to do the same. Bike Camp staff will follow daily lesson plans provided by the Department Head.

HORSEBACK CAMP

You don't need to be an experienced rider or super-familiar with horses. Obviously you shouldn't work at this camp if you have horse or hay allergies, but feel free to join if you think it would be a fun experience and you're not afraid to try something new. Horseback Camp is led by expert riders at Silver Creek Ranch in Carp. Bussing is provided from camp to the ranch and back each morning. Our staff simply help by following the lead of the instructors and providing extra reminders and tips to the kids where necessary.

MULTISPORT CAMP

You don't need to be a fantastic athlete but you should have some experience and feel comfortable playing a wide variety of sports and games. We'll provide training on how to play a wide variety of sports and cooperative games as well as detailed lesson plans.

Multisport campers are divided by age (not gender) into the following Age Groups:

Freshman	5, 6 year olds
Sophomore	7, 8 year olds
Junior	9, 10 year olds
Senior	11, 12 year olds

On a weekly basis, Counselors are assigned to a particular age group and will stay with that group for that week. You may be moved from one age group to another, from one week to another, based on camper enrollment.

Sports

As a sample, here's a quick list of some (not all) of the sports you might be asked to teach in Multisport Camp ... soccer, basketball, floor hockey, baseball, lacrosse, touch football, frisbee, pickleball, archery, dodgeball, tennis, track and field, handball, bowling.

Games and Activities

And here are some (not all) of the games or activities you might be asked to teach in Multisport Camp ... pinney pig, 500 up, parachute games, goalies galore, bump basketball, lights out, chaos, people to people, sack races, spud, tennis or soccer baseball, 4 corner soccer, capture the flag, fireball, octopus tag, gotcha, star struck, evolution tag, detective, out of order, 7-Up, speed stacks, find someone who, touchdown, simon says, gator tag, touchdown, buzz, fizz, stones, tag

games, quick draw, giants, wizards, elves, relay races, obstacle course, blind prize find, flinch, frogs and ants, musical hoops, sack races, amazing race.

SWIM LESSON CAMP

You don't need any special swim training or certifications, but you need to be comfortable being in the water with the kids while they're taking their lessons. Our swim program is run in conjunction with the City of Ottawa and we rely on the expertise of their lifeguards to teach the lessons. Our staff simply help the instructors by being in the water with the kids and providing extra reminders and tips to the kids where necessary.

SPECIALTY CAMP CHOICES

We offer a number of different kinds of camp. Please take a few minutes to visit our website and read about each of our Specialty Camps in greater detail. This will help you understand what each camp is about and for which positions you might want to apply.

Arts and Crafts Camp

Bike Camp

Horseback Camp

Multisport Camp

Swim Lesson Camp

Campers choose the type of camp they attend, on a weekly basis. They participate in their specialty camp in the morning and whole camp activities each afternoon. Many afternoon activities include public swimming or visiting a local splash pad.

You'll be asked for your Specialty Camp preferences on our Staff Application Form. Your preferences will be noted and we'll try our best to accommodate, but preferences cannot be guaranteed.

AFTERNOON SWIMS OR SPLASH PAD

Our campers (based on age) will go swimming or visit a local splash pad every day except Friday. You should be comfortable around water. You'll be assigned to either the swimming pool or splashpad each day and responsible for supervising the kids closely. Obviously you must be able to swim yourself and be ok to be in the water with the kids at all times.

THEMES

A couple of times each week, we plan theme days. Past events have included: Crazy Hair Day, Pajama Day, Twin Day and many others. We expect our counselors to join in the fun by wearing appropriate clothing and/or costumes.

STAFF UNIFORM

All staff must wear our Camps Canada uniform (outside of theme days). We will provide three staff t-shirts, two swim tank tops and one baseball cap so that the dress of staff is consistent from day to day. You are also expected to have, or purchase in advance ... your own black athletic shorts, white sport socks, running shoes, and whistle. Staff are also expected to wear appropriate clothing to allow full participation in all of our activities. (ie. A bathing suit for our daily swims, clothing for inclement weather, etc.)

STAFF TRAINING

Staff Training is Mandatory

Please check the staff training dates above to make sure you don't have any existing conflicts and make sure not to plan anything for those dates. Missing mandatory staff training will be grounds for immediate dismissal. You'll lose your job before you even begin.

OVERALL DEDICATION

Please consider your application very carefully. We certainly do. We want this to be a positive experience and a good fit for both you as employee and us as employer.

Things we like to see from our staff:

1. safety is your first concern
2. fun-loving, like to laugh
3. dedicated to the happiness of children
4. people-person, easy to talk to
5. enjoy dancing, singing and generally making a fool of yourself in front of kids
6. enjoy speaking with parents about their child's daily progress
7. experienced disciplining children when you have to
8. a true team player who takes a leadership role without being asked

Things we don't like to see from our staff:

1. moody, grumpy
2. not cheerful all the time
3. lazy, not motivated
4. critical of the program or the children
5. watching the clock all the time
6. concerned about your pay more than about the kids
7. shyness, someone who stands back from the action
8. reserved, cautious, not spontaneous and fun-loving

We only hire the most dedicated and fun-loving staff!