



Job Posting

Job Title: Camp Coordinator

Category: Seasonal

Work Schedule: Part time from January to April; full time from May to mid-September

Immediate Supervisor: Recreational Programs Coordinator

Salary: \$17.25 Hourly

Job Description

The Camp Coordinator is the leader in the planning, organization, implementation, and evaluation of Altitude Gym's day camp program at their location. They coordinate the various services, participate in the recruitment and training of camp employees, and ensures the quality of the services offered to children and parents. The coordinator performs their tasks with meticulousness and passion. Possibility of working at the Gatineau and/or Kanata location.

Main Tasks

- Ensure the achievement of the Camp Altitude mission in daily activities;
- Participate in the design of the camp's service offering;
- Participate in the recruitment and training of staff;
- Supervise and support camp staff;
- Coordinate and ensure the smooth running of all camp services in accordance with Altitude Gym, ACQ and Power Up standards;
- Ensure the quality of services offered to children and parents;
- Intervene with the children and communicate with the parents as needed (first aid, behaviour, etc.);
- Ensure the quality of the themes and lead groups if needed;
- Manage the camp's material resources;
- Write an end of season report;
- Perform any other tasks related to the position and/or at the request of the immediate supervisor.

Qualifications & Requirements

- Studies in recreation, teaching or related field;
- Minimum 2 years experience in camp animation;
- Experience in staff management and customer service;
- Possess all the climbing knowledge required for the position;
- Excellent organizational skills and proven sense of responsibility;
- Ability to work under pressure and in a position of authority;
- Demonstrate creativity and positive leadership;
- Proficiency in oral and written French/English (an asset if applying for Altitude Gym Kanata).
- Valid first aid training;
- Leadership training (e.g. HIGH FIVE, DAFA), an asset;
- Have a car at their disposal.

To apply, send your resume and cover letter by email, mentioning the job title and favoured location, to emploi-job@altitudegym.ca.