



## YMCA of Greater Vancouver Employment Opportunity – Camp Elphinstone Outdoor Education

<b>Date Posted:</b>	August 4, 2017
<b>Position Title:</b>	Outdoor Education Coordinator
<b>Location:</b>	YMCA Camp Elphinstone
<b>Terms:</b>	Seasonal Contract, Full time
<b>Salary:</b>	\$93-\$95/day depending on qualifications, position and experience
<b>Term:</b>	Sea to Sky & OE Coordinator: September 5 –October 31, 2017
<b>Reports To:</b>	Outdoor Education Supervisor/Camp Manager

### **Situation:**

The YMCA of Greater Vancouver is a charity dedicated to strengthening the foundations of community, by nurturing the potential of children, teens & young adults, promoting healthy lifestyles, fostering a sense of social responsibility and delivering lasting personal & social change. We are building a community in which a generation of children and families reach their full potential. Our values guide our decision-making and behaviour—we do the right thing, put people first, keep our promises and lead by example.

For over 130 years, we have been part of the community, a place where people of every age and background find the support they need to grow in spirit, mind and body. One of the Lower Mainland's leading charities, the YMCA of Greater Vancouver provides services in health, fitness & aquatics, child care, camping, employment & community services to over 120,000 participants annually.

YMCA Camp Elphinstone is located on the Sunshine Coast near Gibsons, a 40 minute ferry ride from Vancouver. It offers wonderful one-week, two-week and four week camping adventures for campers 5-17 years old. Camp Elphinstone is committed to the development of individual campers through the cabin group process and individual choice activities, waterfront and land based activities and out trips. Camp Elphinstone is home to campers from around the world as well as the Lower Mainland.

Camp Elphinstone employs approximately 100 staff and volunteers during July and August with a small number of positions beginning in the spring. Successful Camp Elphinstone staff are self-motivated individuals whose ambition is to serve and develop children and youth in a camp setting. They demonstrate positive values, are highly skilled, flexible and can commit to the full camp season. Ability to functionally communicate in a second language such as Spanish, Korean, Japanese or Chinese is desirable for some positions.

### **Nature & Scope:**

Outdoor Education Staff work with the Outdoor Education Supervisor in our spring/fall programs. Staff will provide positive customer service to schools and retreats and run YMCA programs with students from elementary and high schools as well as adult retreat groups. Staff will sometimes provide support in facility maintenance and upkeep. Spring programs start in April and run until June. Fall programs start the first week of September and run until November.

### **Major Responsibilities:**

- Facilitate experience of groups and individuals
- Provide direct program delivery in a variety of programs
- Work to improve and develop new or existing programs
- Continuously build relationships with staff and participants, ensuring effective communication

- Represent the YMCA and the Association in a professional manner
- Model appropriate behaviour in line with the Mission, Vision and Values of the YMCA
- Assist with general maintenance, cleaning and site support duties as required for daily operation
- Communicate emergency procedures to participants, and guests
- Ensure the safety of all members, participants, staff, and property by following YMCA standards/policies/procedures and ensuring they are maintained amongst all participants and staff
- Build meaningful relationships through positive daily interaction with staff, partner organizations, and colleagues
- Interact directly with children and encourage interaction between children
- Create and maintain a positive atmosphere and build positive self-esteem and confidence in children
- Assist with the planning and implementation of safe and fun YMCA Child & Youth programs in accordance with YMCA standards, YMCA Child Protection policies, and YMCA Healthy Child Development principles
- Establish and maintain positive communication with staff, teachers, participants, guests
- Maintain an atmosphere of achievement that inspires self and others to succeed at the highest levels
- Maintain a neat, orderly, and clean environment, including all program areas, common spaces, and washrooms
- Remain flexible – willing to learn new skills
- Attend staff meetings, planning sessions and training events as required
- Maintain regular attendance, punctuality and be appropriately dressed and well groomed

**Requirements:**

- Current Standard First Aid and CPR-C & AED certificate
- NL Swimming Certification
- Pleasure Craft Operators
- Class 4 license
- Previous Camp Experience
- Successful candidates will be required to provide a current and satisfactory Criminal Record Check/Vulnerable Sector Search issued no later than six (6) months preceding your start date.

**Competencies:**

*Child-Centered:* Demonstrates an ability to provide child-centered, developmental and age appropriate environments and programs

*Values:* Demonstrates a high level of commitment to the Association’s mission and core values

*Leadership:* Motivates and inspires self and others to take action to achieve desired outcomes

*Service Orientation:* Deliberately identifies and creates opportunities to enhance each and every person’s YMCA experience

*Communication:* Communicates in a thorough, clear and timely manner

*Concern for Health:* Acknowledges and understands how to manage and educate others of risk and harm reduction

**Application Process:**

Internal applicants should inform their supervisor prior to application.

Please apply by completing the following step:

Complete online application using the following link:

[https://workforcenow.adp.com/jobs/apply/posting.html?client=ymcagv&jobId=131693&lang=en\\_CA&source=CC3](https://workforcenow.adp.com/jobs/apply/posting.html?client=ymcagv&jobId=131693&lang=en_CA&source=CC3)

**Application deadline: Until filled**

*Due to the high volume of applications received, only short-listed candidates will be contacted.*

