



**YMCA of
Greater Vancouver**

Program Assistant

YMCA Camp Elphinstone
1760 YMCA Road
Gibsons, BC
V0N 1V6

Rate of Pay: \$111 – 114 per day

Position Status: Seasonal Contract, Full time

Term: June 22nd – August 23rd, 2019

Reports To: Wellness Director, Summer Camp Director

Nature & Scope

YMCA Camp Elphinstone is seeking individuals to fill the role of Program Assistant.

The Program Assistant provides support to the Program Director and helps in all areas of camp to ensure we are providing intentional, creative, safe, and fun programs at camp. This person will take a lead role in planning and leading creative programming, evening programs, camp-wide programs, special events, and theme days.

The Program Assistant will be expected to do a great deal of large-group facilitation and creative performances. This staff member will also assist the program staff with program facilitation and shared responsibilities.

The Program Assistant is a member of the program staff team at camp. The program staff team will be responsible for instructing camp activities and supporting other staff in delivering programs. They will also have other daily responsibilities such as helping with supervision of campers, evening cabin support, facilitating early morning and evening programs, program logistics, and care/maintenance of camp program equipment.

Organizational Overview

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.

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. As one of the Lower Mainland's leading charities, the YMCA of Greater Vancouver provides services in health & fitness, childcare, camping, and employment & community to over 95,000 participants annually.

This position requires a commitment to the YMCA mission and core values – Do the Right Thing, Put People First, Keep our Promises, and Lead by example.

Responsibilities

- Assist the Program Director with all program schedules and logistics.
- Regularly organize creative programming, daily skits/performances, and weekly camp-wide theme days.
- Facilitate large-group activities such as evening programs. Facilitate other land programs as assigned by the Program Director.
- Work with the other 16 members of the program staff team to accomplish shared responsibilities.

Qualifications

- Standard First Aid & CPR-C
- At least 2 years of previous camp experience
- Criminal Reference Check with a Vulnerable Sector Screening issued no later than six (6) months preceding start date
- 3 successful reference checks

Additional Qualifications (assets)

- NLS
- ACCT Level 1

Application Process:

To submit application click [HERE](#).

Deadline: December 2, 2018

Requisition # 3168

Questions? Contact Mat Hughes at mat.hughes@gv.ymca.ca



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YMCA Camp Elphinstone

YMCA Camp Elphinstone is located near Gibsons on the Sunshine Coast, a 40-minute ferry ride from Vancouver. It is situated on 144 acres of temperate rainforest along the shores of Howe Sound. Camp Elphinstone operates as a residential summer camp during July and August offering programs like one and two week camp, Sailing Camp, Leadership Development, and out-trips to Desolation Sound and the Sunshine Coast Trail.

From September to June, Camp Elphinstone operates as an Outdoor Education, Recreation and Retreat Centre for schools, businesses, clubs, and other special interest groups. Camp Elphinstone currently serves over 12,000 participants annually.

YMCA Camp Elphinstone has accommodation and dining for up to 400 people and has programs and equipment for swimming, canoeing, kayaking, sailing, stand up paddleboarding, low/high ropes, rock climbing, wilderness and environmental programs, archery, crafts and more. Camp Elphinstone employs approximately 140 staff/volunteers during July and August, with a team between 20-50 for the spring and fall Outdoor Education seasons, and a smaller core team of 10 staff during the winter season. Successful Camp Elphinstone staff are self-motivated individuals whose ambition is to help children and youth develop in an outdoor camp setting.