

WE ARE

JOIN OUR TEAM

Hiring

Kids On Track is a community building organization that provides hope, direction, and ongoing support for children, youth, and their parents. Educational, social, spiritual, and recreational elements are combined to deliver well-rounded programs. We cultivate relationships with participants encouraging their faith, character and leadership development, social skills, and a healthy lifestyle. We strive to support families that have limited opportunities due to various challenges. We use physical literacy-based activities and recreational pursuits as a foundation for relationship building and mentoring. All summer positions are grant-dependent and an offer of employment cannot come until funding is confirmed.

JOB POSITION

Job Title: Kids Day Camp Coordinator **Contract:** 16 weeks, 40 hours/week **Number of Openings:** 1
Wage: \$19.00/hr **Vacation:** 4% paid out **Date Range:** May 8–August 25, 2023
Location: 17410-106A Ave NW and various program sites around Edmonton

RESPONSIBILITIES

- Plan and oversee the Kids Day Camp Program (3 sites, 40 kids each site, staff of 18)
- Plan and implement a physical literacy-based Christian Character Education curriculum
- Provide high-quality educational and recreational opportunities and enjoyable experiences for participants
- Research, plan, and implement field trip activities including facility bookings and transportation
- Marketing to families, schools and community agencies
- Implement all policy and procedures and ensure the staff are following protocols
- Maintain program records
- Communicate with parents, program staff, and senior staff as necessary
- Provide support and supervision to staff including evaluations (formal and informal)

QUALIFICATIONS

- Must be in agreement with Christian mission of KOT
- Must be an experienced leader, able to direct and instruct others in organizing tasks to be completed
- Must have administrative and management skills
- Must be experienced in leading children with a variety of learning and behavioural challenges
- Must have experience planning and implementing Christian faith-based lessons, utilizing a variety of different experiential learning techniques
- Must be able to implement learning activities that: are age appropriate, utilize experiential learning techniques, are linked to practical life applications, and build social competencies
- must be able to adhere to the design principles of making sure the program is developmentally appropriate, safe, and welcoming of diversity and uniqueness
- Must have stamina and ability to participate in activities

REQUIREMENTS

- Driver's license and access to own vehicle (mileage reimbursed)
- CPR level C and Standard First Aid
- Clear Police Security and Intervention Record Checks
- Under the age of 30 (grant requirement)
- Canadian citizen, permanent resident, or protected persons under the Canadian Immigration and Refugee Protection Act and legally required to work and study in Canada
- Class 2 (bus license) is an asset
- High Five PHCD or Quest II certification is an asset
- Lifeguard certification is an asset



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INCLUDE: Cover letter, resume, relevant work or volunteer experience, or participation in a faith-based organization



DEADLINE: March 30, 2023

APPLY NOW

