



YWCA Edmonton Job Description



Department: Camp Yowochas Title: Voyageurs Counsellor Reports to: Assistant Director	Date Written: January, 2001 Last Revised: January, 2020 Revised By: Sophie McAlpine, Assistant Director
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Qualifications Required:

- 18 years of age by commencement of camp program
- Current Standard First Aid & CPR
- Pleasure Craft Operators Card is an asset
- Current Canoe Instructor certification is an asset
- National Lifeguard Service certification is an asset
- Program delivery in a residential camp setting
- Challenge course instructor training/experience facilitating challenge course programs
- Comfortable working on all aspects of a high challenge course
- On site residence is a requirement of this position
- Evening and weekend work is a requirement
- Hours of work are usually 7:30am to 10:00pm
- A clear Criminal Record Check
- A clear Intervention Record Check through Alberta Children's Services

Major Responsibilities:

The Voyageurs' Counsellor is fun, responsible, engaged, and mature. They are responsible for the well-being, safety, and happiness of a cabin group of our oldest campers. They work as part of our dynamic team to ensure each camper has an incredible experience at Camp Yowochas. All of our staff are Role Models and are expected to lead, play, challenge, and encourage our summer campers.

The Voyageurs program is a two week program that runs twice during the summer. During the weeks when the program is not running, the Voyageurs Counsellor will work as a general counsellor leading one of our other summer programs.

Position Duties

Program Planning and Delivery

- Plan and deliver programs for Voyageurs campers, following specified program guidelines and objectives
- Work alongside a senior staff member to lead offsite out-trips
- Be able to lead all program options offered during the residential camp
- Effectively manage safety risks at all times
- Include campers of all abilities in all programs

Camper Care and Supervision

- Ensure campers return home in the same (or better) condition in which they were sent to camp
- Manage all risks present during the camp session
- Ensure campers maintain an adequate level of health and hygiene
- Assist campers in problem solving dilemmas as they occur, referring the dilemmas to appropriate resource staff as needed
- Redirect the behavior of campers as needed in a fair and appropriate way
- Provide 24 hour a day supervision
- Act as a positive role model

Administrative Duties

- Assist in administration and maintenance duties as assigned
- Help campers to keep their area in a clean and orderly manner
- Assist campers in carrying out sparkle time duties as assigned
- Complete set-up and clean-up tasks before and after camp sessions
- Write a report on summer camp programs to be completed prior to the last week of camp

All other duties as assigned