



Job Notice

Part-Time Employment

Recreation Services

We thank all those who apply. Only those selected for an interview will be contacted.

Job Title:	Integration Camp Coordinator	File #:	2018-33
Posting Date:	December 03, 2018	Location:	City Wide
Closing Date:	January 14, 2019	Business Unit:	Camps
Start Rate/Hour:	\$17.75		

Responsibilities:

1. Supervision of the integration summer camp portfolio including Behaviour Management Specialists, Integration Assistant Director, Integration Camp Counsellors in addition to the volunteer portfolio including the management of volunteer paperwork and subsequent placement.
2. Development of staff training, for both Integration and General Staff.
3. Placement and ongoing supervision of all Integration Camp Counsellors.
4. Ensure successful adaptation and program modifications are being made, city-wide to ensure the inclusion of all participants in collaboration with Recreation Coordinators and Camp Senior Staff.
5. Collaborate with camp staff, parents and participants to help create an environment that supports individual participant's needs, allowing them to develop skills and self-esteem alongside their peers.
6. Ensure the safety and well-being of a participant with special needs by evaluating situations for potential risks throughout the camp program and being able to intervene in crisis situations.
7. Provide on-site training to General camp staff in addition to Integration Camp staff.
8. Communicate with city-wide Recreation Coordinators with regards to individuals with special needs entering general summer camp programs and what supports will be provided.
9. Maintain ongoing and open lines of communication with Behaviour Management Specialists with regards to service delivery, areas of concern/successes.
10. Ensure that all documentation and session end reports are completed as required.
11. Ensure Behaviour Management documentation is being completed regularly.
12. Evaluate all Integration Camp staff based on performance and recommended areas of improvement.
13. Ensure high-quality services are being delivered for individuals with special needs city-wide, coordinated in collaboration with Recreation Coordinators, city-wide.
14. Assess and evaluate the special needs camper, the integration process on an ongoing basis with the Inclusion and Community Services Specialist, Integration Camp Directors, Camp Directors and Recreation Coordinators, city-wide.
15. Provide leadership, support and camp resources to Camp Counsellors, Counsellor-In-Training participants taking the integration placement option and Leisure Buddy Volunteers.
16. Provide support and act as a resource in crisis situations, provide coaching to staff, senior staff and Recreation Coordinators with regards to areas of specialty.
17. Carry out any other duties as requested by the Inclusion and Community Services Specialist.

The City of Vaughan is committed to diversity and inclusivity in employment and welcomes applications from qualified individuals of diverse backgrounds. The City of Vaughan is also committed to providing accommodations for people with disabilities. If you require an accommodation, we will work with you to meet your needs.

Applicant information is collected under the authority of the Municipal Act, 2001 (S.O. 2001,c.25) and will be used to determine qualifications for employment with The Corporation of the City of Vaughan. Questions about this collection should be directed to Recreation Services, 2141 Major Mackenzie Drive, Vaughan, Ontario L6A 1T1, 905-832-8500.



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Qualifications and Requirements:

1. College or University student currently enrolled in Social Work education, Recreation related discipline, or equivalent knowledge and experience; OR previous experience working with individuals with special needs.
2. Standard First Aid/CPR-C certification.
3. Valid Police Vulnerable Sector Check.
4. Possess a valid driver's license and have access to a reliable vehicle.
5. Safe Management certification/Non-Violent Crisis Prevention certification.
6. High Five, Principles of Healthy Child Development certification.
7. Knowledge of adaptive programming and problem-solving skills.
8. Full Attendance at all mandatory training and preliminary camp meetings.

Persons interested in the above and/or subsequent vacancies are asked to submit an application and résumé to Recreation Services:

- 1) Drop off at any community centre, "*Attention: Recreation Services Supervisor*"; or
- 2) Email to SeasonalRecJobs@Vaughan.ca; or
- 3) Fax to 905-832-8550.

Application forms and instructions are available online at www.vaughan.ca/RecJobs.

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