



**YMCA of  
Greater Vancouver**

## Assistant Summer Camp Director (2 Positions)

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

**Rate of Pay:** \$118-\$122/day

**Position Status:** Seasonal Contract, Full time

**Term:** March 4<sup>th</sup> – September 13<sup>th</sup>, 2019

**Reports To:** Summer Camp Director

### Nature & Scope

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

The Assistant Summer Camp Directors are responsible for planning and implementing all aspects of Camp Elphinstone as it relates to the counselling team, camper care, program, as well as building and maintaining an inclusive, camper-focused culture.

During the spring months, the Assistant Summer Camp Directors will assist the Summer Camp Director with hiring, sourcing program equipment, organizing summer staff training, and planning all necessary logistics for the summer season.

During the summer months, the Assistant Summer Camp Directors will assist the Summer Camp Director in supervising the senior staff team of 11 people. Other summer responsibilities include ensuring programs are camper-focused and meeting our high risk management standards, parent/guardian communication, and organizing camper/staff information systems.

### 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 with recruitment, hiring, coaching and leading a team of 120 staff and volunteers committed to building a strong, inclusive, and camper-focused camp culture.
- Develop & deliver innovative training that supports professional development of staff & volunteers.
- Maintain YMCA programming & care standards. Develop and innovate existing programs.
- 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.
- Communicate with parents/guardians and liaise with summer partnership groups and international groups.

## Qualifications

- Standard First Aid & CPR-C
- NLS
- Pleasure Craft Operators Card
- Class 4 Driver's License
- ACCT Level 2
- Ability to work a flexible schedule according to operational needs
- Previous supervisory experience in camping, youth recreation, and/or experiential education
- Criminal Reference Check with a Vulnerable Sector Screening issued no later than six (6) months preceding start date

## Additional Qualifications (assets)

- Occupational First Aid Level 3
- Wilderness First Responder
- Post-secondary education in a related field or equivalent experience

### Application Process:

To submit application click [HERE](#).

**Deadline: Until Filled**

**Requisition # 3197**

**Questions? Contact Mat Hughes at [mat.hughes@gv.ymca.ca](mailto:mat.hughes@gv.ymca.ca)**

## 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.

