



CAMP OUCH

Overnight Camp Summer Staff – Camp Driver

Camp Oochigeas is a privately funded organization that provides children with cancer and children affected by childhood cancer with a unique opportunity for growth through challenging, fun, enriching and magical experiences.

Position Summary:

Oochigeas is a volunteer based program, and the following position is one of a core team of paid summer staff. In addition to being accountable for responsibilities in the designated program area, it is the responsibility of the all-summer staff to actively support and provide resources to our over 500 volunteers throughout the summer.

Chosen applicant will work with year round staff, medical teams, summer staff and sessional volunteers to provide our campers with a valuable camp experience through safely driving campers, volunteers, and staff, completing medical runs, and completing other program session driving runs and trips.

Reports to: Summer Office Manager and Manager, Overnight Camp Programs

Contract Dates: June 19th to August 30th, 2020

Specific Accountabilities

1. Planning (5%):

- a) Monitor and report on the achievement of Overnight Program Driver role and responsibilities.

2. Driving duties (70%):

- a) Shopping for program, activity, and medical supplies
- b) Picking up and dropping off medications for campers
- c) Transporting campers to off-site programs and to hospitals in emergency situations
- d) Transportation of campers to and from surrounding cities
- e) General upkeep of camp vehicles
- f) On-call for emergencies

3. Volunteer and Camper Support (20%)

- a) Assist in facilitation of on-site volunteer trainings
- b) Work with Summer Office Manager to complete administrative Camp Office tasks
- c) Coach and support volunteers in planning, prepping, and execution of camp wide programs, theme, and other activities
- d) Assist volunteers in providing general support and supervision to campers

- e) Attend and participate in various program areas, staff meetings, and socials as required
- f) Participate in risk management and Overnight Camp emergency procedures
- g) Support with summer bus programs and bus chaperoning as needed

4. Communication and Administration (5%)

- a) Write end of summer report to evaluate activity area
- b) Complete any necessary expense reporting and collection of receipts

Experience and Qualifications

Required Criteria

- Experience as a staff or volunteer in a camp environment and/or working with children in a recreational setting
- Experience working with children with special needs
- G-class driver's license and at least 4 years of driving experience
- Insurable under Camp Oochigeas' Driver Insurance Policy
- An excellent driving record
- Valid Bronze cross or First Aid Certification for the duration of the contract

Advantageous Criteria

- An understanding of the power of camp
- Bronze Cross or NLS certification
- Demonstrated ability to work with children with serious illnesses and an understanding of how illness impacts the entire family
- Demonstrated commitment to volunteerism or volunteer sector

Particular Working Conditions

- In consideration of the populations Ooch serves, the incumbent is a non-smoker
- This position requires living at the Ooch Muskoka campsite for the duration of the contract – room and board is provided.

Physical Requirements

The usual and customary methods of performing the job's functions and supporting camp life require the following physical demands: lifting, carrying, pushing, and/or pulling; stooping, kneeling, crouching, and/or crawling; and significant fine finger dexterity. **The job is largely performed in an outdoor environment.**

The minimum physical requirements for this position include:

- Able to work varied hours on call
- Able to drive long distances
- Able to lift 20kg

Equal Employment Opportunity

Camp Oochigeas invites applications from all qualified individuals. Camp Oochigeas is committed to employment equity and diversity in the workplace and welcomes applications from women, visible minorities, Aboriginal people, persons with disabilities, and persons of any sexual orientation or gender identity. In accordance with Canadian Immigration requirements, priority will be given to Canadian citizens and permanent residents.

Accessibility

Upon request, Camp Oochigeas will provide to applicants with disabilities, accommodations that take into account the applicants' accessibility needs, in order to facilitate participation in the recruitment, assessment, selection and hiring stages.

All members of the summer staff team must be at least 19 years of age. This is a paid residential summer contract position at our site near Rosseau, Ontario. All hires will be contingent on positive references, a police check with vulnerable sector screening and a medical screening. If you have questions please contact Miriam Paas, Overnight Program Manager at 416-961-6624 x 256

For more information please see our website www.ooch.org

Our application process is ongoing. Job opportunities will be posted at www.ooch.org until they are filled. Screening will begin January 6th, 2019

To apply, please send resume and cover letter to:

Email: careers@ooch.org

Subject line must state "Application to Camp Driver"

Or

Human Resources
Camp Oochigeas
464 Bathurst St.
Toronto, ON
M5T 2S6