



Camp Ooch & Camp Trillium Director, Overnight Programs – Rainbow Lake

About Us

A diagnosis of childhood cancer changes life in an instant. For affected children and families, it can suddenly feel like everything is about cancer. Camp Ooch & Camp Trillium offers a different journey, where kids with cancer can just be kids, and families connect with a community of strength and support when they need it the most. So much more than a summer camp—we offer the social cure for childhood cancer. Our camp-inspired programs deliver fun, friendship, and community to children and families at no cost to them year-round, all across Ontario. Cancer changes a child's life. So does camp. And so can you. Learn more at www.ooch.org.

Overall Purpose

Programming for children affected by childhood cancer and their families is the core of what we do and the Director, Overnight Programs leads the group of remarkable staff and volunteers that make this happen at our Rainbow Lake overnight camp. While overseeing their primary site at Rainbow Lake, the Director, Overnight Programs works together with the overnight program team to ensure all of our overnight sites provide an exceptional camp experience for our campers, families, staff and volunteers.

Key Accountabilities

1. Strategy and Planning

In collaboration with the Chief Programs Officer and the program leadership team develop, execute, monitor and report on the Camp's short and long-term plans and associated budgets for overnight site programming to meet the strategic goals of the organization. They will actively seek out networking within the camping industry keeping informed of trends and best practices to inform the organization of opportunities to increase program impact.

2. Overnight Program Management

- Collaborate with overnight program leadership team to plan and execute the year-round overnight camp programs providing safe, fun and engaging camp programs that are accessible to all campers and their families.
- Ensure the safety and wellbeing of each camper/ family at overnight programs and develop relationships to support recruitment of campers/ families.
- In collaboration with the program leadership team, participate in evaluating the success of the year-round overnight camp programs at all sites, suggest areas for growth and implement changes to improve program quality and consistency.
- Oversee risk management and emergency polices, plans and procedures to meet current and future programming needs.
- Collaborate with Director, Nursing to ensure the safety and support of year round overnight programs. Support the on-site medical staff and co-manage the Summer Staff General Care Nurses.
- Work in partnership with the Director, Operations and site Facilities Manager ensure coordination of effective site operations including maintenance, housekeeping and food service.
- Ensure Camp meets industry standards most notably the Ontario Camps Association (OCA), Canadian Association of Paediatric Oncology Camps (CAPOC), and the Ministry of Education.

3. People Management

In partnership with Human Resources ensure Rainbow Lake meets its recruitment and retention goals for year-round and contract staff and volunteers. Provide leadership through training, coaching, mentoring and developing staff and volunteers who are highly engaged and motivated. Ensure staff and volunteers are well trained on (providing specialized training and certifications as necessary) and effectively use organizational systems, processes and tools for their program area of responsibility.

Experience and Qualifications

Required Criteria

- Post-secondary education in related field or equivalent experience.
- 2-3 years of senior leadership experience in camping industry.
- Experience working with children with special needs.
- Experience overseeing volunteers.
- Strong oral and written communication skills.
- Comfortable presenting to large groups.
- Current G Class driver's license and clear vulnerable sector police reference check.

Advantageous Criteria

- Grief/Crisis Management experience
- Working with special needs/medically based population
- Member of Ontario Camping Association

Personal/Professional Characteristics

Enthusiastic, passionate, self-starter, excellent time-management skills, flexible, adaptable, diplomatic, able to work in a small office environment and on-site, excellent oral and written communication skills, able to work well under pressure in an intense overnight camp environment, sense of fiscal responsibility and a commitment to programming for children with special needs and exceptionalities.

Particular Working Conditions

- This position involves living at our campsite near Waterford, ON in the Summer June through August as well as weekends in the fall and winter. (Arrangements are available to have one's immediate family and/or partner live on-site during these periods.)
- This position involves routine trips to any of our overnight sites to support the needs of our programs throughout the year.
- This position involves driving long distance in particular to and from all overnight sites to visit and reside on-site as well as participate in community programs across Ontario occasionally.
- This position involves routine evening and weekend commitments throughout the year.
- This position involves working in hot and cold weather conditions.
- Successful passing of a relevant medical & immunization screening is also a requirement.
- In consideration of the population Camp Ooch & Camp Trillium serve, the incumbent is a non-smoker.

Compensation & Benefits

This contract position offers an annual salary range of \$75,000 - \$85,000 commensurate with experience, full benefits package, vacation, and professional development.

To Apply

Please submit a cover letter, resume and your salary expectations to careers@ooch.org with the email subject reading **2021040 – Director, Programs**.

We will expect to commence screening applicants October 20, 2021. This posting will remain open until filled. Only applicants selected for an interview will be contacted. For more information about Camp Ooch and Camp Trillium, please visit www.ooch.org - No phone calls please.

Equal Employment Opportunity

Camp Ooch & Camp Trillium invites applications from all qualified individuals. We are committed to employment equity and diversity in the workplace and welcomes applications from women, visible minorities, indigenous 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 Ooch & Camp Trillium 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.