

**Job Title: Ropes/Initiatives Coordinator**

**Location:** Elmwood, Ontario – Between Hanover and Durham Ontario

**Dates of Employment:** June 26th, 2022 – August 28, 2022 (Potential June 19th start date)

**About Us:**

Since 1971, Camp McGovern has been faithful to the original vision of providing underprivileged children and youth with the opportunity to go to overnight camp. At Camp McGovern we serve approximately 75 kids a week - all of whom are referred through Children's Aid, United Way Agencies or Big Brothers Big Sisters. We are situated on 120 acres located along the beautiful Saugeen River, near Hanover, Ontario.

Our team of staff and volunteers put on an array of activities throughout the week including: Arts & Crafts, Nature Programs, River Rides, High/Low Ropes, Archery, Swimming, Canoeing, Campfires, Games and more. Camp McGovern is a welcoming, safe environment where Campers and Staff come from all walks of life and experiences. We value friendships, we foster leadership and we hold a shared passion for having FUN.

If you want to make an impactful difference while utilizing your experiences, education, leadership and skills, then this may be the perfect fit for you!

**Job Description:**

Camp McGovern is a registered charity seeking Ropes/Initiatives Coordinator for our summer camp operations. We are looking for an enthusiastic candidate who has a big heart, a positive attitude and a desire to be a leader in the camp community.

The Ropes/Initiatives Coordinator is responsible for all aspects of the Challenge Course program, including supporting qualified counsellors, maintaining high ropes, initiatives and climbing wall equipment, ensuring that all programs are meeting risk management and legislative standards and delivering an exceptional, camper-focused experience.

**Job Responsibilities:**

- Coordinate and facilitate High Ropes and Initiatives programs.

- Train camp staff on the rules, regulations and emergency procedures while participating on the challenge course.
- Handle communications and coordination with program vendors and inspectors.
- Ensure that the program area is kept tidy, safe, and that all equipment is maintained and in good condition to reduce the risk of malfunction. If something breaks, needs repairing or doesn't work correctly, it will be up to the Ropes Coordinator to notify the Director and help seek the appropriate solution.
- Supervise other qualified staff and schedule adequate supervision for the program.
- Develop staff training that encourages teamwork and group learning.
- Provide course and challenge modifications for different age groups and abilities.
- Lead in organizing and setting up the ropes and initiatives courses prior to the start of camp with a focus on ensuring that policies and procedures meet the required OCA standards and the REG. 503/17: Recreational Camps pertaining to the safe operation of a challenge course program.
- Ensure that all safety policies and procedures are adhered to while being a positive presence at all times.
- Assume a lead role in crisis management/emergency response.
- Build positive relationships with campers and staff to ensure a safe and enjoyable camp experience.
- Document camper accomplishments on the challenge courses.
- Participate in camp special events, cabin supervision, and other camp duties as required.

Our ideal Ropes/Initiatives Coordinator:

- **F**osters self-esteem, social skills, and respect for others.
- **U**ncovers potential for personal growth in campers.
- **N**urtures mentoring, teamwork, and leadership development.
- Is a positive and conscientious professional who, in collaboration with the rest of the camp staff, ensures a safe and fun experience for our campers.
- Has strong interpersonal skills, including patience and communication
- Is empathetic to the diverse group of campers that we serve.
- Is safety driven in everything they do.
- Provides comfort and support when someone needs it.
- Is organized and keeps accurate records.

- Understands the importance of camper confidentiality, but knows when a disclosure is required (training provided).
- Communicates effectively with everyone involved in the program.
- Encourages teamwork within the high ropes course, which will increase opportunities for campers to learn leadership skills while having fun.
- Is able to solve problems effectively, dealing with the unexpected calmly and having an open-mind about new ideas.
- Can relate well with people, including both children and adults while remaining professional at all times.
- Is flexible with their daily schedule, as the program may change daily due to changing weather conditions or unforeseen circumstances.
- Is able to work well in a team environment, encouraging staff and camper participation and group learning while respecting each individual's limitations.

#### **Qualifications:**

- At least 19 years of age.
- Valid First Aid/CPR-C.
- A satisfactory Police Records Check - including the Vulnerable Sector Screening (dated within 3 months of employment).
- Current ACCT Level 2 Certification (We will cover the cost of certifying Level 2 as long as candidate has Level 1 and the required hours)
- Certifications in Lifeguarding, Canoe/Tripping, Wilderness First Aid etc. are considered an asset, but not required.
- Experience in camp settings, youth programs, recreation, supporting children with special needs, outdoor education, forest school or related fields would be considered an asset.