



## Trent Excalibur Camp – Head of Waterfront & Tripping

<b>Supervisor:</b>	Youth Development Guest Experience Agent
<b>Hours of Work:</b>	35-40 hours per week, Monday-Friday, some evenings required
<b>Start Date:</b>	June 19 <sup>th</sup> to August 25 <sup>th</sup> , 2023
<b>Rate of Pay:</b>	\$16.00/hour + additional pay for overnight trips

### ABOUT TRENT EXCALIBUR CAMP:

The Trent Excalibur Summer Camp offers a unique and energetic summer experience of fun, friendship, and adventure! We are a day camp accredited by the Ontario Camps Association at Trent University in Peterborough, Ontario. Since 1993, we have been a leader in providing traditional and innovative camp activities, caring leadership, and meaningful experiences to grow as individuals and teams.

Our camp is located on Trent University's beautiful Symons Campus, along the banks of the Otonabee River. The natural setting of Trent's 1,400 acres of trees, open fields, streams, and lush forests provide a unique learning and recreational environment. The Athletics Centre is the hub of activity for all campers. Our air-conditioned indoor facilities include a full-size gymnasium, large change rooms, squash courts, a climbing wall, a fitness center, two dance/fitness rooms, a classroom, a rowing/paddling tank, and our health care center. We also have river access for rowing, canoeing, and water activities.

The Trent Excalibur Summer Camp is more than just fun. We believe camp can develop important skills including decision-making, problem solving, independence, teamwork, responsibility, and interpersonal skills. At the Trent Excalibur Camp we work hard to ensure that each camper can learn, grow, and play each day.

### ABOUT THE POSITION:

The Head of Waterfront and Tripping is an exciting role within the summer camp staff team. We are seeking a caring, knowledgeable, and highly organized individual to oversee our waterfront activities, including canoeing and rowing on the Otonabee River, and overnight hiking and canoeing trips. The Head of Waterfront and tripping will be responsible for overseeing waterfront activities and first response, as well as leading our outdoor education, explorer, and LIT trips to a variety of locations. This position requires an experienced and compassionate outdoor education facilitator who will create inspiring and magical spaces in the outdoors.

### PRIMARY RESPONSIBILITIES:

- Work with counsellors to ensure safety and wellness of our campers and staff
- Maintain records such as personal health forms and incident reports
- Assist in the administration of any camper medication, including having a waiver signed by guardians
- Provide information to counsellors about pertinent health information of campers. Communicate with families that need an individualized emergency plan.
- Assist in the development and execution of the COVID-19 Camp Safety Plan
- Managing COVID-19 protocols with ill campers
- Inspect, monitor, and report any equipment damages or necessary repairs, and to record maintenance issues on the Equipment Maintenance Form



- Ensure inventory of medical/first aid is well stocked and maintained. Communicate to Youth Development Guest Experience Agent and/or Camp Administrator when stock needs to be replenished
- Provide leadership and assistance in crisis situations including, but not limited to: fire alarms, injuries, accidents
- Assist in preparing healthy lunches for camp cookouts and evening program
- Other duties as assigned by the Youth Development Guest Experience Agent (may include regular administrative tasks)

### MINIMUM QUALIFICATIONS:

- Bronze Cross and/or NL
- Whitewater/Swiftwater Rescue Technician
- Strong administrative and leadership skills
- Caring, compassionate and friendly demeanor
- Experience working with children and youth, preferably in a camp setting
- Experience facilitating overnight trips with youth
- Standard First Aid/CPR and AED
- Police Records Check with Vulnerable Sector Screening
- Wilderness First Aid would be considered an asset.

### TO APPLY:

Candidates must prepare an application form, cover letter, resume, and answers to our application questions. Please email your application to [excaliburcamp@trentu.ca](mailto:excaliburcamp@trentu.ca) with your full name and the position title in the subject line of your email (i.e. First and Last Name – Position Title).

For an informal discussion or to ask any questions about the role, feel free to contact Anna Richardson (Youth Development Guest Experience Agent) on 249-387-2717 or [annarichardson@trentu.ca](mailto:annarichardson@trentu.ca).

**Trent University is actively committed to creating a diverse and inclusive campus community and encourages applications from all qualified candidates. Trent University offers accommodation for applicants with disabilities in its recruitment processes. If you require accommodation during the recruitment process or require an accessible version of a document/publication please contact [youthdevelopment@trentu.ca](mailto:youthdevelopment@trentu.ca).**

*While Trent Athletics & Recreation Department appreciates all applications, only those applicants considered for an interview will be contacted.*