



## **EMPLOYMENT OPPORTUNITY**

### **Community Services – Camp Rover Position**

**Position Start Date:** June 1, 2026

**Position End Date:** September 4, 2026

#### **Duties and Responsibilities**

Reporting to the Recreation Programmer, the Camp Rover is responsible to:

- Assist in overseeing all daily camp operations and staff
- Oversee the development of camp program plans to ensure quality control
- Coordinate inter-program and/or camp-wide activities
- Assist Recreation Programmer with weekly scheduling of staff and volunteers
- Provide consistent direction and feedback to camp staff to support programming
- Support Camp Supervisors with daily tasks as necessary at various Township locations/facilities
- Communicate with parents, guardians, and participants as necessary
- Interact with staff, participants, parents/caregivers, and other community members to provide program information
- Handle incidents, conflicts, emergencies, and concerns/inquiries as appropriate
- Ensure program supplies and equipment are ordered and are maintained in a safe working condition
- Assist Recreation Programmer with pre-camp planning
- Support Recreation Programmer with the recruitment and hiring of staff
- Support Recreation Programmer with the facilitation of camp staff training and orientation
- Support Recreation Programmer with the planning and coordination of weekly staff meetings
- Perform administrative tasks as assigned
- Other duties as assigned

#### **Qualifications and Competencies**

- Currently enrolled in post-secondary education full-time or returning full-time in Fall 2026
- Minimum 2 years' experience working with children in a recreation/camp environment, previous municipal experience an asset
- Minimum 1 year experience supervising in a recreation/camp environment
- Must be available to work all ten (10) weeks of the summer camp schedule (June 29 September 4)
- Exceptional customer service skills and experience working with parents and other key recreation stakeholders
- Ability to effectively direct and delegate to staff and volunteers
- Solid organization, communication, and leadership skills
- Proven recreation and camp programming experience
- Valid Class G2 or G License and access to personal, reliable vehicle and a driving record in good standing



- Current Standard First Aid and CPR 'C' mandatory before start date
- Job Offers are contingent upon the successful completion of a Vulnerable Sector Check (ages 18+)

If you are interested in joining our team, please forward your resume and cover letter with attention to Chris Gilmour to [camps@uxbridge.ca](mailto:camps@uxbridge.ca), specifying the role you are interested in. Resumes will be accepted until **January 30<sup>th</sup>, 2026, at 4:30pm.**

*We are an Equal Opportunity Employer in accordance with the Accessibility for Ontarians with Disabilities Act, 2005 and the Ontario Human Rights Code (OHRC). The Township of Uxbridge will provide accommodations throughout the recruitment and selection and/or assessment process to applicants with disabilities and/or needs related to the OHRC. Personal information provided is collected under the authority of The Municipal Freedom of Information and Protection of Privacy Act.*