



Position Title	Camp Coordinator
Contract Beginning	June 2024
Contracting Ending	August 2024
Pay	\$17.55/hour
Hours	30-40 hours/week. Some evenings and weekends. Exact hours and contract dates to be confirmed before the hire date based upon confirmation of Canadian summer jobs funding
Pay Type	Bi-Weekly (Fridays) – Employee-Canada Summer Jobs position.

Blue Canoe Productions is a youth theatre and arts organization that strives to provide youth aged 30 and under with opportunities to explore their interest in theatre and the arts. The Camp Coordinator will support Launchpoint Academy Summer 2024 programming through the direct supervision of campers, staff, and high-quality programming. They may also support other Blue Canoe programming with an education lens in mind.

Key Responsibilities:

- To support in planning, structuring, and facilitating Launchpoint Academy 2023 summer programs including active engagement and facilitation of educational programming under the direction of the General Manager.
- To create a safe, inclusive, and engaging learning environment.
- Train, oversee, and provide direction and support to all Launchpoint Academy counselors and staff.
- To operate within the season budget for Launchpoint Academy, as described by the General Manager.
- To delegate, where needed, the assignment of duties/responsibilities to project-specific staff, volunteers, students, etc.
- Communicating with parents/guardians regularly
- Producing, managing, and directing the final musical for the performance intensives.
- Supporting program participants 1:1 and in small and large group settings.
- To attend weekly Launchpoint Academy staff meetings, and/or weekly Blue Canoe staff meetings, based on available hours, to liaise between Launchpoint and other portfolios negotiate task assignments, and ensure assigned tasks are completed within the agreed timeline.
- To support all other Blue Canoe programming as necessary and feasible



Education & Experience

- Previous experience working within a camp setting is an asset
- Experience and understanding of Theatre and Arts
- Previous experience managing a team will be an asset

Requirements

- CPIC with vulnerable sector screening from the last 6 months
- This is a Canada Summer Jobs position. All applicants are required to be between the ages of 13-30 and must be a Canadian citizen, permanent resident, or person to whom refugee protection has been conferred under the Immigration and Refugee Protection Act for the duration of the position.

To apply please submit your resume and cover letter expressing interest to cam.watson@bluecanoetheatrical.ca by March 15th, 2024.