

Job Title	# of Positions	Min. Education Requirement (i.e. by summer 2012)	Job Duration (# of weeks)	Weekly salary INCLUDING Share-A-Wage Program	Description of Duties
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Cabin Team and Support Staff

Sr. Cabin Leader	11	Completed grade 11	Up to 8	\$418 - \$440	Provide leadership each week to a group of 8-10 campers assigned to their cabin. Would instruct in 3-4 skill activities each week. Cabin leaders may also have an opportunity to work in a different area of camp [e.g. housekeeping, program, etc.].
Lifeguard & Sr. Cabin Leader	3	Completed grade 11	Up to 8	\$418 - \$440	Will work under the direction of the Head Lifeguard and give direct leadership in waterfront and pool activities, etc. Will also provide leadership (up to 4 weeks) to a group of 8-10 campers assigned to their cabin. Will be involved in other program activities as time permits.

Supervisory Crew

Personnel Coordinator / Head Cabin Leader	1	Completed 2nd yr. University or equivalent	Up to 15	\$418 - \$440	Provide oversight and leadership to entire summer team. Will be responsible for all staff work schedules; weekly evaluations; training & assessing T.E.A.M staff members (i.e. weekly volunteer crew) and arranging for their involvement. Will oversee staff mentoring program. Will provide leadership to cabin leaders, and assist them in their work with campers.
Program Director	1	Completed 2nd yr. University or equivalent	Up to 15	\$418 - \$440	Responsible for organizing, preparing, and directing daily program activities for campers. Would give leadership in all program related areas, including training & assessment of summer staff and weekly volunteers. Will assist the Personnel Coordinator / Head Cabin Leader with staff work schedules. Will give leadership and direction to pre-summer school programs.
Head Cabin Leader	1	Completed 1st yr. University or equivalent	Up to 9	\$418 - \$440	Responsible to and will take direction from Personnel Coordinator / Head Cabin Leader. Will provide leadership to cabin leaders, and assist them in their work with campers.
Head Lifeguard	1	Completed 1st yr. University or equivalent	Up to 13	\$418 - \$440	Provide leadership and oversight for all waterfront/pool activities. Will supervise lifeguards and assist the Personnel Coordinator / Head Cabin Leader with their daily work schedules. Will assist the Executive Director in maintaining pool/waterfront property and equipment.
Tuck Shop Manager & Office Assistant	1	Completed 1st yr. University or equivalent	Up to 15	\$418 - \$440	Responsible to and will take direction from the Office Manager. Will be directly involved in managing & operating the camp canteen (tuck shop). Will be involved in data entry, typing-up schedules, calling T.E.A.M staff members (i.e. weekly volunteer crew), preparing materials for different camp departments, etc.
Crew Leader	1	Completed 1st yr. University or equivalent	Up to 14	\$418 - \$440	Will work alongside Camplife and Maintenance Assistants providing direction, leadership, and "hands-on" help with dining hall, housekeeping and maintenance chores.

L.I.T. (Leaders -In- Training) Staff

Jr. Cabin Leader	14	Completed grade 9	Up to 8	<i>Funded exclusively through the S-A-W Program</i>	Responsible to and will take direction from the Sr. Cabin Leader. Will provide leadership each week to a group of 8-10 campers assigned to their cabin. Will also assist with program instruction each week. All jr. cabin leaders may also have an opportunity to work in a different area of camp [e.g. housekeeping, program, etc.].
Camplife Assistant	4	Completed grade 9	Up to 8	<i>Funded exclusively through the S-A-W Program</i>	Responsible to and will take direction from the Personnel Coordinator / Head Cabin Leader and Crew Leader. Will be involved in dishes, dining hall clean-up, housekeeping and maintenance chores. Will also assist with games, waterfront supervision, skill activities, cabin leadership, etc. as time permits.
Kitchen Assistant	2	Completed grade 9	Up to 8	<i>Funded exclusively through the S-A-W Program</i>	Responsible to and will take direction from Food Services Manager and Assistant Cook. Will be involved in preparation, serving, and clean-up for all meals. Will also assist with games, waterfront supervision, skill activities, cabin leadership, etc. as time permits.
Maintenance Assistant	2	Completed grade 9	Up to 8	<i>Funded exclusively through the S-A-W Program</i>	Responsible to and will take direction from the Crew Leader. Will assist in maintaining the property and facilities of the campsite, including all buildings, grounds, waterfront, local trails, and camp-out areas.
Audio/Video Tech. & Program Assistant	2	Completed grade 9	Up to 8	<i>Funded exclusively through the S-A-W Program</i>	Responsible to and will take direction from Program Director. Will be responsible for taking camp photos and video footage each week. May involve producing a weekly video of camp activities for camper purchase. This person will also be responsible for set-up and supervision of audio/video equipment when in use, etc. (60% of time). Involved in assisting with program activities for campers (40% of time).
Tuck Shop & Crew Leader Assistant	1	Completed grade 9	Up to 8	<i>Funded exclusively through the S-A-W Program</i>	Responsible to and will take direction from the Tuck Shop Manager & Office Assistant, and the Crew Leader. Will be directly involved in managing & operating the camp canteen (tuck shop). Will work alongside Camplife & Maintenance Assistants providing assistance, and "hands-on" help with dining hall, housekeeping and maintenance chores.
Assistant Lifeguard	2	Completed grade 9	Up to 8	<i>Funded exclusively through the S-A-W Program</i>	Will work under the direction of the Lifeguards giving assistance in waterfront and pool activities, etc. Will also be involved in other program activities as time permits.
Kitchen Assistant / Crafts Instructor	1	Completed grade 9	Up to 8	<i>Funded exclusively through the S-A-W Program</i>	Responsible to and will take direction from Food Services Manager, Assistant Cook, and Program Director. Will be involved in preparation, serving, and clean-up for meals. Will give leadership to crafts program. Will assist with games, waterfront supervision, skill activities, etc. as time permits.