



## Job Posting

### Summer Camp Program Specialist in Sports & Games

The Ralph Thornton Community Centre (RTCC) is a dynamic neighbourhood centre involved in community development and social justice in South Riverdale. We collaborate with others to create a health, inclusive, and vibrant community.

We are seeking a Summer Camp Program Specialist for our summer Riverdale Adventure Centre (RAC) Camp. This position is responsible for providing a safe, fun, and enriched camp experience for children ages 6-12 within the stated RAC policies and procedures. Under the directions of the RAC Coordinator, Coordinator of Settlement Services, and the Manager of Strategic Initiatives, and in collaboration with other counsellors and specialists, the Program Specialist is responsible for planning and implementing daily sports activities. The RAC camp is offered to local residents with dedicated spaces for children from low income and LGBTQ+ families.

Based on pandemic conditions and guidance from Toronto Public Health when the camp is in session, programming may include either or both in-person and virtual sessions.

#### Responsibilities

- Plan and implements specialty physical activities for summer camp participants, including sports, games, exercises, and yoga
- Support camp counsellors to supervise children while participating in physical activities
- Purchase and maintain sports supply inventory
- Ensure the safe storing of equipment and supplies in designated areas and keep storage areas clean
- Assist with set-up and clean-up of sports activities;
- Prepare a weekly Special Event or Tournament based on weekly camp theme
- Follow camp policies and procedures ;
- Participate in camp staff meetings and training sessions;
- Ensure activities are of excellent quality and appropriate to healthy development of children; and,
- Perform other program related duties as assigned by the RAC Coordinator and/or Manager of Strategic Initiatives.

#### Qualifications

- Background in Recreation & Leisure Studies, Child and Youth Work, Social Work, ECE, ECA and/or related disciplines.;
- Experience with planning Sports programming for children;
- 1 year previous experience working with children;
- Effective communication skills – written and verbal;
- Emergency First Aid and CPR-C ;
- Must be between the ages of 15 and 30 years at the start of employment; and,
- Familiarity with virtual platforms, particularly Zoom, an asset.

***A Vulnerable Sector Screening (police reference check) is required by successful candidates prior to hiring.***

Rate of Pay: \$20.42/hour (As Summer Program Staff, this position is excluded from CUPE Local 2998)

Contract: June 24 to August 23 (9 weeks)  
Includes a training and program planning period June 24-28

Hours: 35 hours/week Monday through Friday

Please send resume to [glenn@ralphthornton.org](mailto:glenn@ralphthornton.org) with the subject heading  
***"RAC Program Specialist – Sports"*** by **5:00 pm on Feb 29<sup>th</sup> 2024**

Accommodation will be provided in all parts of the hiring process, as required under the City of Toronto's Employment Accommodation policy. Applicants are asked to make their needs known in advance.

Applicants currently employed by the Ralph Thornton Community Centre will be given first consideration.

As this position is partly funded by the Canada Summer Jobs program, candidates must be between the ages of 15 and 30 years on the first day of employment.

Only those selected for interviews will be contacted.