



CAMP PROGRAM COORDINATOR

THE JACK AND PAT KAY CENTRE CAMP

Centre camp is FUN. Centre Camp is FRIENDSHIP. Centre Camp is COMMUNITY.

POSITION TYPE: **CONTRACT: PART-TIME HRS APRIL-JUNE| FULL-TIME HRS JULY- AUGUST 2022**

LOCATION: **Prosserman JCC (4588 Bathurst St in North York)**

GREAT PERKS: Free Fitness & Aquatics Membership to our incredible facility for duration of contract; free onsite parking; working with a dynamic team within a supportive inclusive staff culture; and more!

The JCC's Vision & Purpose:

We have a tremendous opportunity for you to join our team and build your career with us. At our core, we believe in inspiring people to live the Jewish lives they want to live. Our dynamic team is guided by our mission: to build and sustain a caring and vibrant community hub that is welcoming to all and based on a solid foundation of Jewish values and with a strong connection to Israel.

What We Do:

From daycare to seniors' programs, fitness to recreation, Jewish learning to holiday celebrations, and everything in between, the JCC provides life-changing programs infused with Jewish values that inspire and enrich our members and provide a best-in-class experience.

The Jack and Pat Kay Centre Camp is one of our flagship programs and is the destination where children in the Greater Toronto community come together to explore, celebrate, and nurture their Jewish life and connection to Israel. Centre Camp is a place to foster independence and a true camp community while growing leaders of tomorrow within a classic summer camp environment.

The Ideal Camp Program Coordinator:

- At your core, you're a **creative programmer** with a strong flair for developing and coordinating innovative and dynamic programs and ensuring their effective implementation.
- You love **working with children** and being a part of their growth in becoming fantastic staff and community leaders.
- **Jewish culture, traditions, and a connection to Israel** are evident in your passionate and friendly interactions.
- You are also able to work a **flexible schedule including some evenings and weekends, with extended days during July and August when Camp is in session.**
- You are also **Microsoft Suite** savvy and are detail oriented, display exceptional customer service skills, are super organized and can **multi-task and meet deadlines.**
- Your **English language** skills are superior, verbal and written, and if you speak Hebrew and/or Russian it's an asset.
- Moreover, you have a friendly and outgoing nature, work collaboratively and are **team oriented.**

Key Duties and Responsibilities:

As a member of the Leadership Team, the Program Coordinator is responsible for ensuring a successful camping season and helping Centre Camp achieve its mission and goals. In particular, the Program Coordinator is responsible for coordinating the programming with the contracted programs as well as specialists. The Program Coordinator is responsible for reviewing the proposed programs provided by the contracted programs and specialists. The Program Coordinator will work with the Program Director on all camp-wide programs and special events, including:

1. Master Camp schedule
2. Camp calendar
3. Theme Days



4. Special Events
5. Flagpole and Shabbat programming
6. Inventory and supplies

How to Apply: We welcome all applicants. Accommodations during all phases of the hire process will be made wherever possible. If you are interested in and well qualified for this exciting opportunity, please apply on line via <https://www.centrecamp.ca/staff/> no later than **May 13, 2022**. For more details please contact Camp Director, Evan Roth: evan@centrecamp.ca 416.636.2267. Please note that 2nd dose of Government of Canada approved Covid-19 vaccine is a condition of hire.

We appreciate your application, however we will only be contacting the candidates we wish to interview.