



Position Title:	Camp Parent
Program:	Christie Lake Camp
Reports To:	Camp Director, Assistant Camp Director
Available Positions:	1 position available
Contract Length:	5 weeks
Salary:	\$4,608 /contract

Organizational Background

Christie Lake Kids (CLK) is a charitable organization that has been serving children and youth living in low-income households in the Ottawa area since 1922. CLK provides year-round services to children and youth through an excellent camp experience and strategically located city recreational opportunities through the STAR (Skills Through Arts and Recreation) program. Our mandate is to provide high quality recreation opportunities that help children and youth build the skills necessary for developing long-term resiliency.

Christie Lake Kids is an organization committed to reflecting the communities we serve, and we are deeply committed to equity in employment opportunities. Part of our commitment to building and maintaining a diverse workforce means that we encourage and will prioritize applications from those who have been equity-denied, including Indigenous Peoples, Black and racialized people, members of the 2SLGBTQIA+, etc.

Value of working at Christie Lake Kids

As part of the Christie Lake Kids Summer Staff team, staff gain valuable experience, skills, and opportunities that support their personal and professional growth.

Benefits include:

- **Meals and Accommodation:** Provided during training, camp sessions and wrap up.
- **Professional Experience:** An opportunity to work hands-on with children and youth, developing skills in program development, program facilitation, program evaluation and leadership.
- **Skill Development:** Gain experience working with diverse populations and children with complex needs, a highly valuable asset for careers in Child and Youth Care and related fields. Develop qualities like patience, resilience, adaptability, and a strong sense of teamwork, all while making a meaningful impact in the lives of children and youth.
- **Training and Certification Opportunities:** Enhance your qualifications through certifications like Nonviolent Crisis Intervention, or Mental Health First Aid, provided at



no cost.

- **Placement Hours:** Eligible students in Child and Youth Care, Social Work, or related fields can count their camp job experience toward placement or practicum hours, subject to approval by their academic institution.
- **Networking and References:** Build connections in the field and receive professional references upon successful completion of your summer contract.
- **Outdoor Environment:** Enjoy a unique opportunity to live and work in a natural setting with access to amenities such as canoeing, swimming, rock wall climbing, mountain biking, and more.

Job Summary

The Camp Parent is responsible for providing an exceptional camp experience for all campers while ensuring a safe and fun environment. The Camp Parent ensures that all campers have ample clean clothing and other gear appropriate for varying weather and activities, keeps common areas clean and organized, and coordinates laundry for all campers.

Camp 2025 Dates

- **Pre-camp:** June 30-July 5
- **Break 1:** July 5-7
- **Session 1:** July 7-12
- **Break 2:** July 12-14
- **Session 2:** July 14-19
- **Break 3:** July 19-21
- **Session 3:** July 21-26
- **Break 4:** July 26-28
- **Session 4:** July 28- Aug 2

**Camp staff must be available to be on-site for all the above dates excluding breaks. You are encouraged to contact the hiring team as soon as possible with any questions related to availability*

Duties and Responsibilities

Including but not limited to:

- Organize and clean camp laundry facilities on a daily basis
- Organize and clean the camp's "art hut" on a daily basis



- Organize, clean, and coordinate staff's support as needed to maintain the upper and lower dining hall facilities
- Create a daily routine for staff to ensure all camper laundry is completed quickly
- Coordinate "all camp wash" collection, laundry completion, and pickup by staff
- Organize the "Camp Mom" room to ensure all clothing is properly categorized, hung up/folded, and accessible for staff and campers to select items
- Assist all camp staff with camper clothing needs
- Decorate and organize Dining Hall for Banquets

Senior Staff (general)

- Work in a manner that preserves confidentiality and encourages risk management
- Incorporate and strengthen collaborative and interdisciplinary teamwork
- Communicate clearly and respectfully with all staff members
- Mentor Counsellors to instill positive strategies for working with children and youth
- Maintain professional working relationships with all team members and cabin mates
- Respect and value intersectional inclusion, diversity equity and accessibility.
- Contribute to the organization's effort to collect, analyze, and report on data and relevant information
- Contribute to the organization's work by participating in meetings as necessary.
- Support the Program team with daily programming needs.
- Sit with a cabin table as often as possible to ensure adequate ratios during meals.
- Participate in general end of summer wrap-up tasks as well as those relating to your section.
- Maintain a clean and hygienic personal cabin environment.
- Help in the cleaning of common areas, according to the schedule given out at the beginning of the summer.
- Support with tuck, according to the schedule given out at the beginning of each session.
- Fill in or support in other areas in the event that a team member is pulled away or sick.
- Carry out any other responsibilities as designated by Camp Management.



Desired Qualifications

- Strong organizational skills; a willingness to reorganize materials on a daily basis
- Demonstrated skill in working with children and youth who present with a variety of complex needs or behaviours
- Experience working in a camp/overnight camp setting
- Be of excellent character, modeling honesty, integrity and respect
- Possess enthusiasm, energy, patience and sense of humour
- Experience and/or desire to work with children in a dynamic outdoor setting
- Ability to relate well to peers, to be a team player and, to give/receive feedback
- Proficiency in English (verbal, written, spoken)
- Current Standard First Aid with CPR-C

Assets

- Graduate of or student enrolled in a post-secondary program in a related field (ie. Outdoor education, Education, Social Work, Child and Youth Care, Child Studies, etc.)
- Nonviolent Crisis Intervention
- High Five
- Mental Health First Aid
- Outdoor education related experience/certifications
- Current or expired Bronze or National Lifeguard certifications (*strongly preferred*)
- G class driver's license
- Pleasure craft Operator

How to apply

Interested candidates are invited to apply via email. The hiring team can be reached at camp@christielakekids.com with any questions about the process and/or positions. Positions will remain posted until filled, candidates are encouraged to apply as soon as possible.

Interviews for this position are expected to begin early February. Please note that applicants may be contacted for interviews prior to this date.



**No alcohol or substances are permitted onsite. Please inquire about the Christie Lake Kids Camp smoking policy if applicable (19+).*