



Position Title:	Dance Instructor
Program:	Christie Lake Kids Camp
Requirements:	Experience in planning and leading dance programs
Available Positions:	1 position available
Reports To:	Program Manager, Management Team
Contract length:	4 Weeks
Salary:	\$3,654 /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 **Dance Instructor** will lead dance skill-building sessions and activities for campers aged 8-13, creating a safe, fun, and educational environment. This role involves engaging campers through skill-building practices and motivational activities that promote teamwork, sportsmanship, and the development of social, emotional, and physical skills. In addition to facilitating dance sessions, the instructor may also be assigned to support campers who require extra assistance, fill in for other staff members, or provide care for campers with complex needs.

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

**Instructors 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:

Instructor Duties:

- Conduct dance drills focused on choreography, rhythm, technique, and movement expression during designated sessions.
- Facilitate three dance practice sessions a day with different groups based on age, with the support of the Program Director.
- Lead dynamic warm-up and stretching sessions each morning to prepare campers for physical activities.
- Foster a positive atmosphere that encourages teamwork, effort, and sportsmanship.
- Supervise campers during dance activities, ensuring safety and engagement.
- Utilize a skill development tool to assess and track each camper's progress in skill building.



- Organize and lead a dance showcase at the end of camp, providing campers the opportunity to perform their newly acquired skills.
- Facilitate team-building exercises through dance to promote group cohesion and communication.
- Reflect on the day's sessions with campers, encouraging them to share their experiences and achievements.
- Mentor and support staff and campers in developing their dance skills and teamwork abilities.
- Support the Program Director in the facilitation and supervision of evening programs.

General Duties:

- In collaboration with other staff; provide direct care/supervision of children/youth while acting as a positive role model
- Supervision includes; mealtimes, daily programs, all-camp programs, special activities, campfires, bedtime, etc.
- Clearly explain, monitor and support the expectations of campers.
- Create a positive and supportive atmosphere within camp.
- Guide campers toward full participation in the wide range of programs
- Supervise and participate in daily lessons, activities and programs while actively engaging with campers
- Assist in leading activities throughout the day as assigned by Program Director.
- Temporarily cover or replace Senior Staff in their roles as assigned by Camp Management.
- Work collaboratively with staff to ensure campers are supported throughout the day
- In collaboration with the Program Director, complete camper skill development tool at the end of each session
- Carry out any other responsibilities as designated by Camp Management.

Expectations

- Work in a manner that preserves confidentiality and encourages risk management
- Engage with campers actively and support their participation in all camp activities.
- Incorporate and strengthen collaborative and interdisciplinary teamwork
- Maintain professional working relationships with all team members
- Professionally attend to all assignments and supervisory duties
- Respect and value intersectional inclusion, diversity equity and accessibility
- Contribute to the organization's activities to collect, analyze and report on data and relevant information.
- Contribute to the organization's work by participating in meetings as necessary
- Participate in general end of summer wrap-up tasks



- Maintain a clean and hygienic personal cabin environment
- Act as a mentor for Counsellors.
- Fill in or support in other areas in the event that a team member is pulled away or sick

Desired Qualifications

- Experience planning, implementing and facilitating dance programs with children aged 8-13.
- Demonstrated organizational and program planning skills
- Demonstrated skill in working with children and youth who present with a variety of complex needs or behaviors
- Be of excellent character, modeling honesty, integrity and respect
- Possess enthusiasm, energy, patience and sense of humor
- Proficiency in English (verbal, written, spoken)
- Experience working in a camp setting
- Ability to lead and motivate campers of various skill levels.
- Background in evaluating skill development.
- Experience working with children in a dynamic outdoor setting
- Demonstrated skill in working with children/youth who present with a variety of complex needs or behaviors
- Ability to relate well to peers, to be a team player and, to give/receive feedback
- Confidence in leading activities and groups

Assets

- Enrollment 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

Physical Requirements

The ideal candidate must be able to complete all physical requirements of the job with or without a reasonable accommodation

Due to the nature of summer camp, candidates must be able to:

- Spend approx. 75% of each day outdoors and active (walking, swimming, canoeing, participating in programs etc.) with limited stationary time
- Occasionally transport supplies/equipment up to 40 lbs
- Work outdoors in a variety of weather conditions (heat, high sun exposure, rain etc.)

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+).*