

2023 VTRA Summer Camp Staff Employment Opportunities

Summer Camp Leader Job Description

VTRA's summer camp programming aims to provide safe, quality, fun experiences where participants can connect, learn and challenge themselves, in a fun and inclusive environment. Our friendly and experienced staff design and facilitate unique horse-centered programming that fosters connection, teamwork and achievement.

Job Title: Camp Leader

Location: Central Saanich

Hours/wages: Seasonal wages are set at \$20/hour to a maximum of 35 hours/week. **Employment runs 6 weeks, from July 3 to August 25 (including a two-week unpaid break— July 24 August 4).**

VTRA offers a dynamic and positive work environment with opportunities to learn about program adaptation, inclusion, leadership and all things equestrian. Our camp team is dedicated to ensure participants enjoy a safe and positive summer camp experience.

As a Camp Leader, you will be responsible for leading, engaging, and implementing a variety of programs and horse-related experiences for children and youth in a small group setting. Camp leaders lead daily camp programs— inspiring participants to make friends and become involved in all activities of summer camp. With direction from the Head Instructor, Camp Leaders are expected to follow developed schedules, and provide appropriate supervision and instruction to campers in assigned groups.

Key Responsibilities include:

- Responsible for leading, engaging and implement horse-based camp activities and experiences for children and youth in a small group setting (up to 12 campers) ages 5-12 and/or 13-18 years of age
- Follow weekly activities scheduled, while providing appropriate supervision and instruction to each camper. Activities include horse and riding-related information/games, crafts, riding lessons and horse focused groundwork and stable management activities
- Encourage and facilitate participation, using the "Challenge by Choice model"
- Act as a role model for youth developing skills and confidence
- Ensure campers' well-being and safety, while make the camp experience fun and rewarding
- Assist in maintaining program records including incident reports and daily attendance
- Maintain clear communication about behavior issues, concerns and successes with VTRA staff and parents/caregivers
- Assist with daily upkeep and organization of outdoor/indoor program activity areas
- Know, enforce, and follow safety guidelines associated with camp programming
- Be punctual and responsible for your own personal health and safety
- Perform all other duties as assigned

Supervisory responsibility

Camp Leader positions report directly to the Head Instructor and have **no staff supervisory responsibilities**

Qualifications, skills and experience required

- Previous experience working with children and youth
- Previous experience working with horses is an asset
- Experience with people with diverse abilities is an asset
- Successful completion or currently attending secondary school, college or university
- Previous experience facilitating activities and leading small groups
- First-aid qualifications
- The ability to communicate effectively with teammates, leaders, and both adults and children, guests in group and individual settings
- Must be able to handle the physical requirements of an outdoor camp position that operates in all types of weather and with horses
- Successful candidates must provide a satisfactory BC Criminal Record Check (CRC)

Working Conditions

- Leaders perform most duties in a barn, arena or outdoors and work in a variety of weather conditions and with various horses in the herd
- Camps run Monday-Friday weekly
- Must be willing to commit to 6 weeks of programming
- Must be available for pre-camp training July 3-7 from 8:30am— 4:00 pm daily

Application Process

- Please email a resume to mike.waters@vtra.ca by 5:00 pm, Friday, May 19, 2023.
- Successful candidates must complete a criminal record check (CRC) once offered a position. The CRC check must be completed prior to start date (if 19 years or older). VTRA will assist with the CRC process and any costs.

**VICTORIA THERAPEUTIC
RIDING ASSOCIATION**