

GENERAL INFORMATION

Job Title:	Counsellor In Training (CIT)
Department:	Programming
Start Date:	June 23 rd , 2025
Immediate Supervisor:	Program Manager

JOB DESCRIPTION SUMMARY

Under the supervision of the Program Manager, the Counsellor in Training works as part of the programming team to implement the Summer Fun Day Camp. The Summer Camp Animator is responsible for creating a fun, safe, and engaging environment for youth attending camp. This role includes leading activities and games that encourage creativity, teamwork, and personal development. The CIT will help to ensure that all campers are actively engaged, entertained, and enjoying their experience.

CORE RESPONSIBILITIES AND DUTIES

- **Lead Activities:** Help to implement daily activities including games, arts & crafts, and outdoor recreational activities.
 - **Maintain Safety:** Monitor children’s safety and behaviour during in-house activities and daily trips. Enforce camp rules to maintain a safe and respectful environment for all campers.
 - **Encourage Participation:** Ensure that all campers are involved and actively participating in camp activities and trips regardless of skill level.
 - **Engage with Campers:** Build a positive relationship with campers to foster trust, fun, and a positive camp atmosphere.
 - **Support Camp Animators:** Collaborate with Camp Animators and CITs to ensure smooth day-to-day operation of camp activities and trips.
 - **Monitor Health and Well-being:** Recognize any health, behavioural or safety concerns and make sound decision based on training. Document and report situations that may arise to necessary supervisors.
 - **Training:** Participate in mandatory weekly trainings to develop skills in leading, communication, conflict resolution, working with opportunity campers and more.
 - **Provide Feedback:** Participate actively in weekly debriefs with all CITs and Supervisors.
- Perform any other job-related duties as required by the Immediate Supervisor.**

ACCOUNTABILITY

- To act in emergency situations and make immediate decisions according to established safety protocols.
- To provide a safe environment for KYC members to participate in programming activities.
- To ensure the successful implementation of KYC programming.
- To provide supervision and guidance to KYC members while they participate in programming activities.
- To determine the most effective ways to organize KYC activities to maximize KYC member participation.
- To project the lifestyle of positive role model.
- To maintain confidentiality and adhere to KYC policies and procedures.

WORKING CONDITIONS

- 37.5 hours a week.
- Some activities require basic physical fitness levels and the ability to participate in sporting and recreational activities.
- Exposure to outdoor weather conditions and the elements during field trips as well as other scheduled KYC activities.
- Moderate stress levels associated with working and interacting with children and adults in a supervisory capacity.

QUALIFICATIONS

Education and Experience Requirements	<ul style="list-style-type: none"> ● Experience working with children in a group setting is preferred, but not required. ● Experience in leading and animating activities.
Knowledge, Skill, and Ability Requirements	<ul style="list-style-type: none"> ● Excellent communication and leadership skills ● Ability to engage and motivate children in a variety of activities or games. ● Problem-solving skills ● Creative, energetic, and enthusiastic personality ● Ability to work as a part of a team.

	<ul style="list-style-type: none"> • Knowledge of the community of Kahnawà:ke awareness of youth, cultural and socio-economic issues facing the community • Sensitivity and openness to cultural traditions, diversity, and willingness to adapt services to reflect cultural traditions and norms. • Lifestyle of a positive role model • Strong interpersonal skills including tact, maturity and sensitivity to individuals and conditions in different cultural and organizational contexts. • Knowledge of Kanien'keha and French languages is an asset
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Incumbent

Date

Immediate Supervisor

Date

Director of Operations

Date