

**GENERAL INFORMATION**

<b>Job Title:</b>	<b>Summer Theatre Animator</b>
<b>Department:</b>	Programming
<b>Start Date:</b>	June 23 <sup>rd</sup> , 2026
<b>Immediate Supervisor:</b>	Program Manager

**JOB DESCRIPTION SUMMARY**

Under the supervision of the Program Manager, the Summer Theatre Animator works as part of the programming team to implement the Summer Theatre Camp. The Summer Theatre Animator is responsible for creating a fun, safe, and engaging environment for youth attending camp. This role includes planning and leading theatre-based activities including drama games, improvisation, stagecraft, and performance preparation that encourage creativity, self-expression, teamwork, and personal development. The Summer Theatre Animator will help to ensure that all campers are actively engaged, entertained, and enjoying their experience while building confidence through the performing arts.

**CORE RESPONSIBILITIES AND DUTIES**

- **Plan and Lead Activities:** Plan and implement daily theatre activities including drama games, improvisation exercises, character development, script work, stagecraft, and rehearsals leading to a final camp performance.
  - **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 theatre activities and rehearsals regardless of experience or skill level, fostering an inclusive and supportive creative environment.
  - **Engage with Campers:** Build a positive relationship with campers to foster trust, creative expression, fun, and a positive camp atmosphere that encourages risk-taking and artistic growth.
  - **Support Camp Animators:** Collaborate with other Theatre Animators to ensure smooth day-to-day operation of camp activities, rehearsals, and the final theatrical performance.
  - **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.
  - **Communication:** Communicate in a professional manner with parents regarding any questions or concerns regarding their camper.
  - **Provide Feedback:** Participate actively in weekly debriefs with all Camp Animators and Supervisors.
  - **Direct and Produce Final Performance:** Lead rehearsals and coordinate all aspects of the end-of-camp theatrical production, including staging, costumes, props, and performance logistics.
- 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**

- 32.5 hours a week.
- Some activities require basic physical fitness levels and the ability to participate in 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 in a supervisory capacity.

**QUALIFICATIONS**

<b>Education and Experience Requirements</b>	<ul style="list-style-type: none"> <li>● Experience working with children in a group setting is preferred, but not required.</li> <li>● Experience in leading and animating activities.</li> <li>● Experience in theatre, drama, or the performing arts (acting, directing, playwriting, stagecraft, etc.) is strongly preferred.</li> </ul>
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<p><b>Knowledge, Skill, and Ability Requirements</b></p>	<ul style="list-style-type: none"> <li>• Current Certification in First Aid and CPR</li> <li>• Excellent communication and leadership skills</li> <li>• Ability to engage and motivate children in a variety of theatre activities, drama games, and creative exercises.</li> <li>• Problem-solving skills</li> <li>• Knowledge of theatre arts including acting techniques, improvisation, stagecraft, and/or directing is an asset.</li> <li>• Creative, energetic, and enthusiastic personality</li> <li>• Ability to work as a part of a team.</li> <li>• Knowledge of the community of Kahnawà:ke awareness of youth, cultural and socio-economic issues facing the community</li> <li>• Sensitivity and openness to cultural traditions, diversity, and willingness to adapt services to reflect cultural traditions and norms.</li> <li>• Lifestyle of a positive role model</li> <li>• Strong interpersonal skills including tact, maturity and sensitivity to individuals and conditions in different cultural and organizational contexts.</li> <li>• Knowledge of Kanien'keha and French languages is an asset</li> </ul>
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**Incumbent**

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**Date**

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**Program Manager**

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**Date**

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**Executive Director**

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**Date**