



LEADER IN TRAINING COORDINATOR

Positions Available: 2

Reports to: Camp Director, Assistant Director

GENERAL FUNCTION:

The Leader in Training Coordinators are responsible to coordinate, design and lead the Cairn four-week Leader in Training program, providing leadership development to 16 and 17 year old LITs. As a team of two, they will teach a variety of leadership skills through sessions, hands on experiences, printed resources, participation, and by enthusiastic example.

KEY RESPONSIBILITIES:

- Willingness to do what needs to be done for the benefit of campers' experience.
- Demonstrate strong support and commitment to the mission and core values of the Cairn Family of Camps, and to serving its campers, staff, families, and all program participants.
- Develop lesson plans and teach sessions for hard skills (i.e. tripping, swimming, canoeing, program development, adventure elements) and soft skills (i.e. group dynamics, leadership styles, empathic listening, communication, inclusion). Ask other resource staff to help teach some of these skills as needed.
- Design appropriate workshops and sessions challenging L.I.T.'s assumptions, encouraging their gifts and stretching their experience and minds.
- Organize and maintain the smooth running of LIT site living quarters.
- Assist staff members in supervising LITs by providing them with clear instructions and expectations.
- Assist other staff members in motivating and utilizing LITs to enhance cabin life and work with campers during their in-cabin week.
- Develop resources and equipment for the LIT program, trips and special projects.
- Coordinate with the Counselling Manager and Glen Mhor Program Manager for special programs, cabin assignments, general scheduling, and other elements of program/staff overlap with the LIT program.
- Supervise, coach, and evaluate each LIT participant.
- Oversee the development and conduct periodic check ins with each of the LIT participants.
- Other duties as assigned. This may include driving, running program sessions, etc.
- Complete a year-end report outline the roles & responsibilities of the job and suggestions for the upcoming seasons.
- The successful applicant is required to live onsite for the duration of the summer camping season.

EXPERIENCE & QUALIFICATIONS:

- A minimum three years' experience as a camp staff member or equivalent.
- Standard First Aid/CPR-C
- Clear Police Reference Check and Vulnerable Sector Screening
- Mandated training (including AODA, Workplace Violence & Harassment, Health & Safety Awareness, Child Protection, etc.) is required before or shortly after commencement of work
- An in-depth knowledge of leadership skills used both at camp and in the community.
- National Lifeguard Certification an asset



- Preference will be given to candidates who are available for a 3-month contract (end of May to August).