

2018 Shumka Summer Dance Camps

JOB POSTING



Position

Summer Camp Recreation Coordinator (two positions)

Purpose

To work with the Principal of Shumka School of Dance in preparing and delivering the 2018 Shumka Summer Dance Camps, while ensuring that every camper comes away with a greater understanding of Ukrainian culture and a passion for the art of Ukrainian dance.

Suggested Duties of the Recreation Coordinator

- Plan and prepare all elements required for activity programming.
- Deliver and oversee activity programming, which includes fitness, recreation, Ukrainian cultural, and theatre-arts programs to children and youth ages 3 – 18.
- Train, monitor, and evaluate camp volunteers (Leaders-In-Training).
- Supervise campers and assist activity facilitators.
- Manage before and after-care program, and direct snack and lunch preparation.
- Adhere to the daily schedules of the camps and make necessary changes as needed.
- Direct facility upkeep at both camp locations.
- Organize and distribute necessary paperwork, including program evaluation forms.
- Manage relationships with caregivers of campers.
- Solve problems related to the health and safety of campers.
- Assist with the marketing and publicity of the program.
- Ensure professionalism, respect, kindness, and integrity in all situations.
- Maintain a collection of activities, recommendations, and feedback, and prepare a final report on the qualitative aspects of the program.

Qualifications

- ✓ Must be 18 years of age or older.
- ✓ Possess an Alberta driver's license.
- ✓ Be a Canadian citizen, permanent resident, or person to whom refugee protection has been conferred under the Immigration and Refugee Protection Act 3.
- ✓ Be legally entitled to work in Canada in accordance with relevant provincial/territorial legislation and regulations.
- ✓ Have been registered as full-time students in the previous academic year and intend to return to school on a full-time basis in the next academic year.
- ✓ Must possess current First Aid certification.
- ✓ Must have at least at least three years of experience as a Leader-in-Training with the Shumka Summer Dance Camps.
- ✓ Possessing knowledge of Ukrainian culture/dance is an asset.

Time Frame & Wage

10 weeks – 40 hrs/week – \$17/hr.

HOURS TOTAL: 400 hours per position.

Start Date: June 11, 2018 – **End Date:** August 17, 2018.

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2018 Camp Dates

July 8 – 14: Overnight Camps

July 13 – 17: Day Camps

August 5 – 17: Overnight Camps

August 13 – 17: Day Camps

Locations

Day Camps: Shumka Dance Centre, Edmonton, AB (10515 111 Street NW, Edmonton, AB T5H 3E8).

Overnight Camps: Camp Oselia, Wabamun Lake, AB (Range Road 53, Highway 16).

Supervision

The Shumka School of Dance Principal will be on site to provide the positions with full-time supervision and guidance. The environment is highly structured with daily interaction and feedback. This approach gives the position the opportunity to learn and practice the primary skills of leadership, decision-making, problem-solving, and applying constructive self-feedback with experienced mentors nearby always.

**Please email a cover letter and resume to Peter Eeles on or before Friday, February 23, 2018.
peter.eeles@shumka.com**