

2024 Shumka Summer Dance Camps

JOB POSTING



POSITION: Camp Co-ordinator (two positions)

PURPOSE

To coordinate an immersive and enriching experience at the 2024 Shumka Summer Dance Camps, dedicated to fostering a deep appreciation for Ukrainian culture and igniting a lifelong love for the art of Ukrainian dance among each camper. Our aim is to craft an environment where cultural immersion seamlessly intertwines with artistic expression, empowering every participant to embrace the essence of Ukrainian heritage while nurturing their passion for dance and having so much fun!

SUGGESTED DUTIES

Program Development and Oversight:

- Curate and supervise diverse activity programs (fitness, recreation, Ukrainian cultural, and theatre-arts) for children and youth aged 3 - 17.

Planning and Preparation:

- Research, design, and schedule non-dance programs for day and overnight camps, emphasizing Ukrainian culture, team-building, self-development, and enjoyment.
- Prepare necessary materials (colouring pages, activity sheets, crafts, games, etc.) within budget and timelines.
- Develop engaging programming for pre-camp, lunch breaks, and post-camp fostering camp spirit and group cohesion.

Leadership Training and Supervision:

- Develop and deliver a training program for volunteer Leaders-In-Training, aligning with industry standards for crisis management, safety, leadership, and teamwork.
- Recruit and manage Leaders-In-Training.

Supervision and Assistance:

- Supervise campers and support activity facilitators.
- Manage before and after-care programs and oversee lunch supervision.

Facility Management:

- Direct upkeep of camp facilities to ensure a safe, functional, and clean environment.

Administrative Tasks:

- Organize paperwork distribution, including evaluation forms and camp confirmation packages for parents and caregivers.
- Maintain communication and manage relationships with parents and caregivers of campers.

Health and Safety Oversight:

- Address and resolve issues concerning the health and safety of campers.

Evaluation and Reporting:

- Maintain records of activities, feedback, and recommendations for a comprehensive final qualitative report on the program's outcomes.

QUALIFICATIONS

- ✓ Must possess an Alberta driver's license.
- ✓ Must possess current First Aid certification.
- ✓ Must have at least two 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 AND WAGE

8 weeks – 40 hrs/week – \$20/hr. HOURS TOTAL: 320 hours/position. Start Date: July 1, 2024 to End Date: August 23, 2024.

LOCATION

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 Principal is on-site to provide the staff members with full-time supervision and guidance. The environment is highly structured with daily interaction and feedback. This approach allows the staff member to learn and practice the primary skills of leadership, decision-making, problem-solving and applying constructive self-feedback with an experienced mentor nearby at all times. The supervisor is essentially assisting and guiding the staff members with lots of the day-to-day tasks and planning and is therefore involved in the dynamic and providing immediate and ongoing feedback and communication to the staff members

Please email a cover letter and resume to Peter Eeles on or before APRIL 12, 2024

peter.eeles@shumka.com