



The Corporation of  
The Township of Brock  
1 Cameron St. E., P.O. Box 10  
Cannington, ON L0E 1E0  
(705) 432-2355

## **Job Position: Summer Day Camp Coordinator (1 position)**

### **Contract Position (May – August)**

Hours: May – 15 hrs. per week

June – August: Monday-Friday – 8:30 am – 4:30 pm

Rate of Pay: \$21.70 per hour

Location: Multiple site locations in Cannington and Beaverton

Reporting to and receiving direction from the Recreation and Leisure Coordinator, the successful applicant will be responsible for the implementation of a safe, enjoyable and enriching camp program for children ages 4-12 years. The ideal candidate will be energetic, organized, enthusiastic, positive, kind and have a passion for working with children.

### **Duties and Responsibilities:**

- Assist in supervision of program staff and participants during daily activities
- Oversees day-to-day camp operations including development and implementation of daily activities
- Assist in the development and implementation of staff training
- Provide and maintain a safe environment for program participants and other staff
- Lead weekly staff meetings and be a valuable mentor and member of a diverse staff team
- Provide emergency and/or First Aid assistance, when required
- Be available for shifts between 7:30 a.m. -5:30 p.m., Monday-Friday (May-August)

### **Qualifications and Skills:**

- Must be a minimum of 18 years of age.
- Must be enrolled in or graduated from post-secondary education in Recreation & Leisure Services, Early Childhood Education or a related field of study.
- Previous experience working with children in a recreational, camp, babysitting or coaching environment required.
- Strong leadership ability combined with excellent interpersonal, organization and communication skills.
- Ability to multi-task, prioritize, and manage time efficiently.
- Proficiency in Microsoft Office
- Time-management skills
- Must hold a current certification in Standard First Aid and CPR 'C' by employment start date
- Must provide a satisfactory Vulnerable Sector Check
- Certification in Principles of Healthy Child Development (PHCD) considered an asset
- Must attend all staff training dates (to be confirmed)
- Availability to work the entire summer season (May-August) an asset. If you require a date(s) or week off, you must include the dates in your cover letter, up to a maximum of 3 days.

Interested applicants are invited to submit a covering letter and resume addressing how the outlined qualifications are met, marked confidential, by no later than **4:00 p.m. on Thursday, February 05, 2026** to:

**Human Resources:** [hr@brock.ca](mailto:hr@brock.ca)

The Township of Brock is an equal opportunity organization committed to diversity and inclusion; we welcome applications from all qualified individuals, including persons with disabilities, racialized, Indigenous persons, persons of any gender identity and sexual orientation, and newcomers. We will provide accommodations throughout the recruitment, selection and/or assessment process to applicants with disabilities.

If you require accommodation at any time throughout the recruitment process, please contact **Human Resources** in advance at:

[hr@brock.ca](mailto:hr@brock.ca)

We thank all applicants and advise that only those to be interviewed will be contacted. Personal information is collected under the authority of the Municipal Act and will be used to determine eligibility for potential employment.

The Township of Brock does not utilize Artificial Intelligence during the hiring and interview process.

If this information is required in an accessible format,  
please contact the Township at 705-432-2355.