



Centre Wellington

THE CORPORATION OF THE TOWNSHIP OF CENTRE WELLINGTON

SUMMER DAY CAMP PROGRAM COORDINATORS, ASSISTANT COORDINATORS AND LEADERS

The Township of Centre Wellington’s Community Services Department is now accepting applications from qualified secondary and post-secondary students interested in being part of our Summer Day Camp Programs, held at the Jefferson Elora Community Centre and the Centre Wellington Community Sportsplex, Fergus Grand Theatre and the Belwood Hall.

Candidates must possess good communication skills, both written and verbal, and have the ability to interact with the public and student participants in a courteous and effective manner. Workers are expected to be able to work independently as well as in a team environment. Day Camp staff are required to hold a minimum of Emergency First Aid Certification and the High Five Principles of Healthy Childhood Development Certification. If Successful candidates do not hold these certifications, they will be expected to obtain them prior to employment. The Township will provide successful candidates with options to obtain the required certifications. Successful candidates are required to obtain a vulnerable sector check.

All applicants must be enrolled in full-time secondary or post-secondary school for September 2025 to be eligible.

Day Camp Program Coordinator (June 16 – August 29, 2025)

Responsible for the planning and supervision of the weekly day camp program for children ages 5 – 12 years, as well the supervision of Assistant Coordinators and Day Camp Leaders. The Day Camp Coordinator will primarily work from the Centre Wellington Sportsplex. Summer day camp and previous day camp supervisory experience is considered an asset.

Day Camp Assistant Coordinator (June 23 – August 29, 2025)

Responsible for overseeing site specific Day Camp operations and planning weekly activities for their location. One Assistant will be required at the Jefferson Elora Community Centre and one at the Fergus Grand Theatre. Previous Day Camp experience is considered an asset.

Day Camp Leader (June 30 – August 29, 2025)

Responsible for the implementation of the weekly day camp program for children ages 5 – 12 years. Leader-in-Training and previous day camp experience is considered an asset.

Hours of Work: Monday through Friday between 8:00 am – 5:00 pm. (40 hours per week)

<u>Hourly Wage (2025 Rates):</u>	Day Camp Leader	\$18.57 - \$20.88
	Day Camp Assistant Coordinator	\$20.88 - \$23.48
	Day Camp Coordinator	\$23.21 - \$26.10

How to Apply: Interested applicants are invited to submit their cover letter and resume combined in one document in MS Word or PDF format by email to careers@centrewellington.ca by February 28, 2025, at 11:59 p.m. Please quote job posting 2025-04 in the subject line.

To learn more about the Centre Wellington community and the requirements for this position, please visit the Township’s web site at www.centrewellington.ca and search the Job Opportunities link. The successful candidate will be required to provide proof of current and valid certificate(s) and/or educational qualifications. We thank all those that apply; however only those candidates selected for an interview will be contacted. No phone calls please.

Information gathered relative to this position is done so in accordance with the Municipal Freedom of Information and Protection of Privacy Act and will only be used for candidate selection. Accessibility accommodations are available for all parts of the recruitment process. Applicants must make their needs known in advance.