

Summer Literacy Camp Assistant (2 Positions Available)



POSITION SUMMARY

The Edward Milne Community School Society is seeking two Summer Literacy Camp Assistants for the Play & Learn Summer Camp. The camp helps children ages 6-9 improve their literacy skills in reading, writing, and math. This position aids Camp Coordinators in administering literacy activities and assessments to children who need assistance meeting grade level expectations.

Successful candidates will also be involved in the Youth Engagement Program for approximately 3 weeks to deliver activities and programs to youth ages 13-21 in the Sooke region.

TERMS

Contract:	8 weeks between end of June - August 2015.
Anticipated Start:	June 29, 2015
Full-Time:	35 hours/week on weekdays and rare evenings/weekends as required
Salary:	\$11/hour + 4% Vacation Pay

LINE OF RESPONSIBILITY

Reports to Camp Coordinator & Community School Coordinator.

KEY PROJECT RESPONSIBILITIES

1. To assist with lessons and activities on a daily basis, including preparation of learning materials and environment, and assisting with daily lessons.
2. To assist with the supervision of children on weekly field trips.
3. To reach out to and engage a diverse group of children in literacy activities including math, reading, and physical literacy, in small and large groups.
4. Collect and record quotes, stories, and pictures representing participant experiences in the programs you develop.

SKILLS & ABILITIES

- Enjoys reading, writing, and math.
- Enthusiastic and energetic around children ages 6-9.
- Able to provide encouragement and support to children and peers.
- Open-minded and inclusive of cultural learning.



QUALIFICATIONS

- Must have been a full-time student in the previous academic year and intend to return to full-time studies in the next academic year.
- Strong desire to help children ages 6-9 improve their literacy skills.
- Strong teamwork and communication skills with the ability to work with little supervision.
- Ability to work a flexible schedule including evenings and weekends as required.
- Experience with recreation/sport & arts/crafts.
- Must be willing to complete a criminal record & vulnerable sector check within 30 days.

ASSETS

- Proven experience working with children and/or for literacy initiatives.
- Experience working with Aboriginal children.
- Experience leading and motivating children & youth.
- Current First Aid and CPR Certification.

Please submit a resume and cover letter to Ebony Logins, Community School Coordinator at elogins@sd62.bc.ca or drop off application at the EMCS Program Office.

Application Deadline: Monday, June 8th 2015 at 4:00pm

We thank you for your interest. Only candidates selected for interviews will be contacted. Any information obtained or provided will be used only for the recruitment process and not for any other purpose. This position is funded by HRSDC Canada Summer Jobs.

