



RESIDENTS
ASSOCIATION

Wanted: Camp Coordinator

AuburnBayRA.ca

About Us: The Auburn Bay Residents Association (ABRA) is a not-for-profit company that is professionally managed and operated. We are a lake community in S.E. Calgary. We offer a variety of recreational programming for residents in our community.

The Opportunity: The ABRA is seeking a seasonal Camp Coordinator for our Summer 2019 Camps.

Availability:

1. Part-time late March to June 28.
2. Full-time July 2 – August 30.

Description:

- **Part 1 – late March to June 28:**
 - Create camp themes and descriptions for each week in summer (to be completed by mid-April)
 - Create and organize camp itinerary for each week in summer (July 2 – August 30).
 - Budget for and organize camp supplies.
- **Part 2 – July 2 – August 30:**
 - Train and supervise Camp Counsellors.
 - Execute your Camp Itinerary while focusing on participant safety.
 - Set up and clean up all camp supplies.
 - Be available for potential before and after care.

Qualifications:

- At least 1 year of supervisory experience.
- At least 1 year of camp counselling experience.
- Must be enthusiastic and energetic.
- Must be creative and flexible – willing to make adjustments to itinerary, when necessary.
- Camp coordinating experience is considered an asset.
- First Aid for Child Care Workers is considered an asset.
- Any successful candidates will be required to submit a recently completed Criminal Background check.

Application Deadline: Monday, March 11, 2019

Contact Information: Please forward your resume and cover letter to Ashley Gray at recprograms@auburnbay.org