

BGC South East is HIRING!

Education Summer Camp Program Leader

Locations include:

- Kingston, West End Campus, 1300 Bath Road
- Brockville, SLC Campus, 2288 Parkedale Ave
- Kemptville, Kemptville Campus, 40 Campus Drive, Parish Hall

Position Timeline - June 29, 2026 - August 21, 2026

(Training period in May and June with varying hours)

Hours - (40 hours/week) **Must be available Monday to Friday between the hours of 7:45am - 5:30pm**

Rate - \$21.5/hour

Overview:

Summer camp program leaders will deliver programs and positive leadership for children and youth. They will assist in the planning, organizing and delivery of BGC South East education programs that are designed to develop assets and facilitate the personal, social and emotional development of young people between the ages of 4-12. They will also recognize and accept the need to be a positive influence who models honesty, fair play, a positive attitude, cooperation and respect for self and others. Leaders will support hands-on STEM and literacy learning while also assisting with general sports and recreation programs, helping ensure safe, engaging, and well-supported programs for all participants.

Key Responsibilities:

- Plan, lead, and participate in programs based on HIGH FIVE, BGC Model for Success, and the 4 pillar model; Food & Nutrition, Health and Wellness, Physical Activity, and Education
- Support and lead STEM and/or literacy programs, including play based literacy activities, coding, robotics, engineering challenges, and hands-on science activities
- Assist with sports and recreational programs as scheduled
- Supervise and engage children and youth in programs, encouraging learning, teamwork, and fun
- Ensure staff-to-child ratios and safety standards are maintained at all times
- Implement behavior management techniques fairly and effectively in accordance with BGC policies and procedures
- Maintain a clean and organized space
- Complete required documentation (incident/accident reports, attendance, etc.).
- Support & Communicate with the Supervisor/Coordinator regarding programs and ensure that they meet all BGC standards
- Participate in staff training and meetings
- Act as a positive role model for BGC South East in the community and with partners

Job Requirements:

- Experience working with children and youth in education, recreation, camps, or community programs.
- Background or interest in teaching, STEM and/or literacy education, coaching, or youth leadership.
- Preferably currently enrolled in or a graduate of post-secondary education (Education, Con. Ed., STEM, CYC, SSW, ECE, Recreation and Leisure, or related fields).
- Standard First Aid/C.P.R. LEVEL C - certification
- TDP (10-year booster) and MMR immunizations must be up to date
- Criminal Reference Check (including Vulnerable Sector Check)
- Valid Driver's License/ Reliable transportation
- HIGH FIVE PHCD certificate is an asset

Job Specifications:

- Be a positive role model and enjoy working in a children and youth environment
- Ability to work both independently and with a team with minimal supervision
- Mentoring and/or coaching abilities
- General knowledge of diversity issues (cultural, socio-economic etc)
- Demonstrate conflict resolution skills
- Demonstrate understanding of various aspects of child development and behaviour management techniques

*BGC offers all staff a **free** employee assistance program called Life Works. LifeWorks is a confidential Employee Assistance Program (EAP) and innovative well-being resource offering support and guidance for you and your colleagues.*

Application Process:

Submit resume and cover letter indicating the position you are applying for to the attention of:

HR Administrator
Carolina@bgcsoutheast.ca

Please note that BGC South East will accommodate candidates as required under applicable human rights legislation. If you require a disability-related accommodation during this process, please inform us of your requirements, and we will do our best to accommodate.

We thank all those who apply, however only successful candidates will be contacted for an interview.