



## **RIDGEKIDS Camp Elementary Leader**

### **DATES OF EMPLOYMENT**

Approx. July to August (8 weeks) 2025

35 per week

### **ACCOUNTABILITY:**

- Report to the Ridge Kids Associate
- Report to the Director of RIDGEKIDS

### **KEY RESPONSIBILITIES:**

#### **DAY CAMP**

- Assist in set decoration, preparation of crafts, and daily lessons
  - Ensure that children who need additional support can participate as much as possible in the kid's camp programming
- Assist with the planning and prep of Kid's Camp including administrative duties like assisting with registration
- Assist with the communication for day camp
- Participate in meetings for all music and skit components
- Work with the Kid's Camp Director to train volunteers for grades 1-5

#### **GENERAL RIDGEKIDS PROGRAMS**

- Lead weekly Sunday morning program components in the Elementary Kids classes
- Help with various communication duties (social media, website, promotion of children's programs through internal and external means)
- Assist with administrative components (scheduling volunteers, running pre-service meetings, etc.)
- Assist with training and recruitment of volunteers
  - Ensure volunteers are available for 1:1 support for children who may need it and work to reduce barriers in programming for these kids
- Assist with development and arrangement of curriculum

**OTHER EVENTS**

- Assist with the planning of other summer events for Families (Family Day Out, Summer Swing, etc.)
  - Help with the prep for all programming, materials and communication for families
- Attend each summer event and assist with running the programming for families (TBD)

**COMPENSTION**

\$19.15 per hour (inclusive of 4 % vacation pay)