



The Humane Society of Kitchener Waterloo & Stratford Perth

Camp Counsellor-in-Training Volunteer Position Description

POSITION: Animaniacs Summer Camp CIT (Counselor-In-Training)

DURATION OF POSITION: July 2nd- August 30th 2019

REPORTS TO: Directly- Community Programs Coordinator
Indirectly- Volunteer Coordinator

CREATED/REVISED: January 2019

POSITION SUMMARY:

The purpose of this job is to assist our Camp Staff with maintaining a welcoming and controlled camp environment. This position will contribute to 35-40 hours of community involvement required for secondary school graduation.

PRINCIPLE ACCOUNTABILITIES:

- Assist Camp staff with the morning set up and end of day cleaning
- Responsible for supervising camp group with counsellor team
- Reporting to camp director about health or behavioural problems with campers
- Responsible for assisting camp staff with maintaining a positive, energetic environment for all of the campers
- Take part in games and activities, including setup/take down
- Ensure safety measures and KWHS policies are implemented at all times

POSITION REQUIREMENTS:

Weekly commitment: 35-40 hours, 8:30 a.m. – 4:30 p.m.

- Must be able to follow direction
- Must possess and outgoing, positive attitude
- Must be comfortable interacting with children and ensuring they are all treated equally
- Must be comfortable supervising your camp group on your own periodically
- Must be comfortable around animals

WORKING CONDITIONS:

- Work will sometimes occur outside with varying temperature conditions
- Some working requires the use of cleaning supplies
- Work will sometimes occur in areas with strong odours and high noise levels in regards to barking and other animal related noises
- Exposure to dust and pet hair/dander
- Required to expend physical effort for a period of time, standing, bending, walking, running outdoors during games

VALUES:

The volunteers must demonstrate ability to work effectively with others by sharing ideas in a constructive and positive manner; listening to and objectively considering ideas and suggestions from others, keeping commitments, and addressing problems and issues constructively to find mutually acceptable and practical solutions.

In addition to the duties listed above, the Centre expects the following of each volunteer: adhere to KWHS volunteer policies and procedures; works in a safe manner; acts as a role model within and outside the Centre; performs duties as workload necessitates; maintains a positive and respectful attitude; communicates regularly with supervisor about department issues; consistently reports for volunteer role on time prepared to perform duties of the position; participates in camp events as needed or required; and, completes other duties as assigned.

The above statements are not intended to be an all-inclusive list of the duties and responsibilities of the position. Rather, they are intended only to describe the general nature of the job.

APPLICATION SUBMISSION:

Please submit your CIT Application Form to the attention of Brianna Burnett, *Volunteer Coordinator*, via email at brianna.burnett@kwsphumane.ca.

Application form: [https://kwhumane.com/wp-content/uploads/2019/01/CIT-Application-Form-KW-and-SP .pdf](https://kwhumane.com/wp-content/uploads/2019/01/CIT-Application-Form-KW-and-SP.pdf)