

## **Camp Quality Manitoba**

### **Volunteer Role: Program Coordinator**

#### **About Camp Quality Manitoba**

Camp Quality Manitoba is a volunteer driven non-profit charitable organization that provides free uplifting camp experiences for children affected by cancer and blood disorders and their families. We facilitate a 1-week overnight camp program, hosted in Whiteshell Provincial Park at Variety's Camp Brereton. Camp Quality was brought to Canada in 1988, initiated by a group of dedicated volunteers in Southern Ontario. Since then, we've expanded to six camp locations across Canada. Our overnight camp programs serve children 7-17 years of age.

#### **The Role**

**The Program Coordinator role is an unpaid volunteer position.** This position reports to the Camp Director.

#### **Role Overview**

The Program Coordinator will support the mission of Camp Quality by assisting with the planning and developing of activities, schedules, entertainment, materials and resources for camper programs. The position will assist in ensuring programs and activities demonstrate the fundamentals of intentional programming and will creatively plan outcome-based activities that are adapted to the medical, psychosocial and developmental needs of our campers.

#### **Duties and Responsibilities**

- Plan and Develop camp schedule (keeping in mind budget, accessibility and age)
- Review the schedule with the Camp Director, Assistant Director and Medical Coordinator to ensure it meets the needs of an intentional program
- Support the Camp Director with Risk Assessments as needed.
- Create a procurement list for program supplies for approval by the Camp Director.
- Train Activity and Program Leaders during Volunteer Training
- Support and supervise activity volunteers and give feedback with support of the Volunteer Coordinator.
- Ensure all programs and leaders have appropriate supplies.

### **Preferred Skills, Qualifications and Experience**

- Passion for the Camp Quality Mission
- Previous experience working with children and/or special needs populations in a camp setting
- Proven experience in facilitating activities with you
- Strong Collaboration and team building skills
- Strong Communication skills, both verbal and written
- Demonstrate flexibility, creative program-solving and optimism in the face of obstacles.
- Confidence in public speaking and leading large groups

### **How to Apply**

To apply please contact Ainsley Kullman, Camp Director at [ainsley.kullman@campquality.org](mailto:ainsley.kullman@campquality.org).

We thank all applicants for their interest, however only those selected for an interview will be contacted.

Applicants living in Manitoba will be given preference.

### **We're an equal opportunity organization**

Inclusion is at the heart of what we do at camp. Camp Quality works to create inclusive spaces and programs for campers, volunteers and staff - free of discrimination based on age, race, disability, sexual orientation, or gender identity. We encourage all qualified candidates to apply.

### **Accessibility**

Camp Quality Canada welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.

For more information about Camp Quality Canada, please visit [www.campquality.org](http://www.campquality.org).