

Camp Quality Alberta

Volunteer Role: Program Coordinator

About Camp Quality Alberta

Camp Quality Alberta 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 near Red Deer, Alberta. 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.



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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 Lauren Burke, Sr. Director of Programs at lauren.burke@campquality.org.

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

Applicants living in Alberta 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.