



Camp Quality Manitoba

Volunteer Role: Assistant 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 at Variety's Camp Brereton. Camp Quality was brought to Canada in 1988, initiated by a group of dedicated volunteers in Ontario. Since then, we've expanded to six camp locations across Canada. Due to COVID-19, our programs have gone virtual, to ensure the safety of our participants. Our virtual programs serve campers between the ages of 4 - 17 years of age, including siblings. We intend to return to in-person programs Summer 2022.

The Role

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

Role Overview

This role will assist the Program Coordinator 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. The Assistant Program Coordinator will serve on the Camp Organizing Committee, a year-round group of volunteers that plans and delivers camp programs.

Duties and Responsibilities

- Supports the planning and development of program activities and camp schedule.
- With the Program Coordinator, create a procurement plan for program supplies.
- Attend COC Training and seasonal volunteer training
- Support with leading camp programs, entertainment and meals.
- Support with the set-up and clean-up of activities and programs.
- Ensure all program 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 preferred.
- Proven experience in facilitating activities with youth.
- Strong collaboration and team building skills.
- Strong communication skills, both verbal and written
- Demonstrate flexibility, creative problem-solving and optimism in the face of obstacles.
- Confidence in public speaking and leading large groups

How to Apply

Submit resume and cover letter to Ainsley Kullman, Camp Director at ainsley.kullman@campquality.org. Please include 'Assistant Program Coordinator' in the subject line.

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.