



## **JOB DESCRIPTION**

**Job Title: Summer Camp Supervisor**

**Wage Rate per Hour: \$14.00**

### ***Tasks and responsibilities:***

The summer day camp is a project of the Segal Centre Academy, an educational program of theatre and performance for youth that runs throughout the year. The camp, which will consist of two 2-week sessions in July and August will take place at the Centre. We are expecting approximately 15 participants between the ages of 8 and 10 to register for each session, who will require constant supervision and guidance for planned activities throughout the duration of the camp.

The camp supervisor will:

- Prepare the day's activities prior to participants' arrival each morning;
- Lead theatre and arts & crafts-related activities;
- Help train and coach participants throughout the process of mounting a piece of musical theatre over the course of 2 weeks ;
- Learn and rehearse the script of the play in question;
- Resolve any issues with participants, either related to behaviour, interactions with other participants or performance;
- Take responsibility for ensuring the safety and well-being of the participants and communicate with the Academy Director and their parents as required;
- At the conclusion of each session, participate in an assessment and evaluation of the program to target areas to be improved.

In between the two camp sessions, the student will have the opportunity to assist with general tasks at the Segal Centre, and enrich their knowledge of the administrative, marketing and production aspects of the theatre. Some prior knowledge and interest in acting, singing and /or dancing is preferable, and experience working with children in a supervisory role is a must. Candidates must be fluent in English (spoken and written) and must consent to a security background check.

### ***Supervision:***

The student will be supervised by the Director of Academy, who will provide orientation, set guidelines and develop a suitable program of activities for camp participants. She

will be present for the duration of the camp sessions and available in case any issues arise where assistance is required.

***Desired level of education of the student:*** Post-Secondary

***Field(s) of academic studies related to the job:***

- Theatre and Music Performance (Training and / or experience in the arts, singing or musical theatre an asset): familiarizing participants with the chosen work of theatre to be performed, casting and directing.
- English Literary Writing: script writing, editing
- Education: fostering confidence and personal growth in participants, incorporating the teaching of artistic, cooperative and social skills in each group activity

**As this position is partly funded by Service Canada under the *Canada Summer Jobs* program, eligible students must be:**

- between 15 and 30 years of age
- registered as a full-time student in the previous academic year, with the intention of returning to full-time studies in the Fall semester.
- a Canadian citizen / permanent resident / person to whom refugee protection has been conferred under the Immigration and Refugee Protection Act, and
- legally entitled to work in Canada in accordance with relevant provincial legislation and regulations.

**Must be available full-time for a 7-week contract between June 28th and August 15<sup>th</sup>  
Applications, including CV and cover letter should be sent to [jgal@segalcentre.org](mailto:jgal@segalcentre.org) before  
June 16<sup>rd</sup>, 2017.**