



## JOB POSTING – ARTS CAMP COUNSELLOR – RECREATION – SUMMER 2025

**Position title:** Arts Camp Counsellor - Recreation

**Date posted:** March 14, 2025

**Application deadline:** April 15, 2025

**Organization:** Neilson Park Creative Centre

**Location:** 56 Neilson Dr. Toronto, ON (NPCC)

**Job type:** Full-time Temporary, 37.5 hours per week (Mon.-Fri.)

**Start date:** June 23, 2025

**End date:** August 29, 2025

**Hourly wage rate:** \$18.50

**Positions available:** 1

**Contract dates:** June 23 to August 29, 2025

**Term:** Ten (10) weeks

**Work hours:** 7:30 a.m. – 3:30 p.m. or 8:30 a.m. – 4:30 p.m. or 9:30 a.m. – 5:30 p.m. as teams are scheduled. Applicants must be available and ready to work the full 10 weeks.

**Reporting to:** Programs Manager

**Note:** Candidates must be eligible to work under Canada Summer Jobs Guidelines

### Description:

Neilson Park Creative Centre was established in 1992 to provide a permanent home for Resident Groups, artists, creators, makers, supporters – wherever within that span individuals feel most at home. With four dedicated studio spaces, two galleries and administrative/support spaces, NPCC continues to respond to the needs of its members and supporters on the western edge of Toronto. The Summer Camp Counsellor - Recreation position supports a priority of developing, scheduling and facilitating indoor and outdoor activities for children from ages 5-14 at NPCC, from June 23 to August 29.

### Responsibilities and Duties:

The Camp Counsellor - Recreation will work with the Programs Coordinator to facilitate camp programming for in studio activities, games, recess activities, movement breaks, water days and art exhibition days. Counsellors are responsible for providing care, supervision and support to our campers and will assist in general camp duties, including and not limited to the following tasks:

- Responsible for the supervision of children ages 5-14
- Responsible for developing fun, safe and inclusive indoor and outdoor activities for children
- Responsible for taking on a leadership role with youth volunteers
- Responsible for communicating with parents/guardians and children
- Assist art instructors with activity set-up and clean-up
- Coordinate schedules with Instructors
- Perform administrative tasks as needed
- Participate in a formal Recreational Programs review process
- Participate in a week-long orientation, June 23 - 27
- Responsible for performing tasks in accordance with the NPCC Code of Conduct
- Additional camp related duties as needed

**Qualifications:**

- Post-secondary education in the arts, recreation or early childhood education an asset
- Experience in leading children's programs and/or camp environments
- Strong interpersonal and organizational skills
- Strong activity planning skills
- Proficiency in Microsoft Excel
- Current Standard First Aid/CPR "C" certification, AODA Accessibility Training and Vulnerable Sector Check. Note: Current Standard First Aid/CPR "C" certification, AODA Accessibility Training may be completed during training week

*Neilson Park Creative Centre is committed to employment equity. NPCC encourages applications from women, persons with disabilities, Indigenous peoples and members of visible minorities.*

*In accordance with the Accessibility for Ontarians with Disabilities Act, NPCC will work to provide equitable treatment and accommodation to ensure barrier-free recruitment.*

*This position is contingent on the operation of the summer camp program. This position may be partially funded by the Government of Canada's Canada Summer Jobs program.*

*A Vulnerable Sector Screening will be required.*

**How to Apply**

Interested candidates are invited to submit a letter of interest and a resume by **April 15, 2025 at 5:00 p.m.** to [julia@neilsonparkcreativecentre.com](mailto:julia@neilsonparkcreativecentre.com) to the attention of the Programs Manager.

*We welcome applications from all individuals. Should you need accommodations during the application process, please contact the Programs Manager. Only those who are considered for an interview will be contacted.*

**Contact Information:**

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