



We are looking for the best **Coordinators** to join the best team!

La Ferme d'André 2.0 is looking for dynamic, motivated, responsible and caring Coordinators who have an outstanding team spirit. Reliable young people who are brimming with creativity and who demonstrate autonomy. Coordinators who want to collaborate, on a daily basis, beyond their day-to-day roles and responsibilities. In short, we are looking for inspiring and reassuring models for children, their peers and all members of our team.

Responsibilities

- Participate in the selection of the camp monitor staff;
- Ensure the management and performance evaluation of the camp monitors throughout the season;
- Plan, organize and deliver training activities in addition to facilitating team meetings throughout the summer camp season;
- Collaborate and support the Management on a daily basis;
- Welcome and direct parents and campers upon their arrival, communicate to parents any important information upon departure while preserving confidentiality, respect for everyone and the reputation of La Ferme d'André;
- In conjunction with Management, manage the programming of summer camp's activities as well as animation, planning, logistics, coordination, execution and follow-ups;
- Plan, communicate and adjust work schedules by determining weekly staff assignments for meals, showers, toothbrushing, locker rooms, sleeping in dormitories and the Tarzan Barn, etc.;
- Collect and ensure the execution of administrative and other tasks for which camp monitors are responsible for: attendance sheets, activities participation sheets, workstation inspection reports, etc.
- Ensure the application of safety and good conduct rules;
- Ensure that campers take their medication according to the instructions indicated on the registration forms, manage and document all health ailments and make appropriate follow-ups to preserve the well-being of campers;
- Manage all summer camp equipment (inventory and purchase request);
- Any other related tasks within his/her competence;
- Create an atmosphere of the most joyful and pure happiness so that life at La Ferme d'André is most memorable.

Prerequisite

- Be 20 years of age or older prior to the start of the summer camp season;
- Have no criminal record related to the position;
- Be available four (4) days a week for the entire summer camp season;
- Sleep on site two to three (2 to 3) nights per week, according to the established schedule;
- Assist in the preparation and facilitation of integration and training meetings with the Director, scheduled for May and June;
- Experience in team management;

- Have experience in camp, daycare or school as well as training in animation (DAFA or any other program of study related to the supervision of children);
- Demonstrate excellent judgment and adaptability;
- Demonstrate at all times a sense of urgency, an exemplary and inspiring professional attitude with children, visitors and all staff;
- Be bilingual.

Mandatory Training

- Integration and training meetings planned for May and June;
- ACQ learning modules to be successfully completed before the beginning of the summer camp season.

Employment conditions

- You will be housed and fed at a low cost;
- You will receive a weekly salary, based on your skills and experience.

Apply

- Send your resume and cover letter or application form to gestion@lafermedandre.ca
- Only selected candidates will be contacted by the La Ferme d'André team.