

CAMPING ADVISORY COMMITTEE
SPARK EMBER CAMP – Program Guiders
Position Description



Established April 2017, Rev Feb '23

Mission

To be a catalyst for girls empowering girls.

Purpose:

To assist the Responsible Guider and other staff members in planning and implementation of the program at the Spark Ember camp.

Accountability

Camping Adviser and Spark Ember Camp Responsible Guider

Responsibilities:

Pre-Camp:

- To attend the pre-camp planning meeting
- To assist the Spark Ember Camp Responsible Guider with pre-camp preparations
- To assist the Spark Ember Camp Responsible Guider with planning camp program
- To be responsible for planning and acquiring material needed for crafts, games, adventure and program activities which have been deemed necessary, remaining within allotted camp budget

Camp:

- To ensure that a happy, positive learning environment is being created for each camper
- To **implement** and **supervise** designated activities
- To assist other staff when necessary
- To be aware of health and safety of all campers and staff
- To assist with care and maintenance of camp equipment and the camp facility
- To report damage to or failure of equipment or facility to the Spark Ember Camp Responsible Guider.
- To attend staff meetings as required

Post Camp:

- To oversee and assist, if necessary, campers upon leaving camp
- To assist with closing of the campsite
- To prepare evaluations and reports as required by the Responsible Guider

Qualifications:

- Member of the Girl Guides of Canada, Guides du Canada
- Good organizational and communications skills
- Ability to delegate
- Good team building skills
- Positive and flexible attitude

Term of Commitment

The term of commitment will be approximately three months for the planning, execution and wrap up of camp(s).