



UNIVERSITY OF  
CALGARY

# WORK WITH US

ACTIVE LIVING

2500 University Drive NW  
Calgary, AB, Canada T2N 1N4  
[ucalgary.ca/activeliving](http://ucalgary.ca/activeliving)

## Mini University Summer Camp Leaders & Instructors

**Salary Range:** \$15-\$16.50/hour

**Hours per Week:** 40 (full-time)

**Duration of Employment:** July and August (Monday-Friday)

**Nature of the work:** Are you looking for a fun summer job this July and August? Are you positive, enthusiastic and enjoy working with kids? Do you want to make a difference and be a good role model for the next generation? If that sounds like you, then being a Mini University Instructor or Leader might be the perfect fit for you! Mini University is a fun and exciting place to work and is a great opportunity to gain invaluable experience working with kids. As an Instructor you will get to create your own lesson plans and instruct a variety of activities and hands-on projects with different grade groups. As a Camp Leader, you will get to lead a variety of different camps throughout the summer in collaboration with different Camp Instructors. Leaders help with group management, assist the campers & Instructor and also lead daily physical activities & games sessions. If you are a kid at heart and this sounds like your dream job, apply now to have the time of your life this summer!

**Mini University:** Mini University is excited to offer over two dozen fun and educational day camps this summer designed for youth entering kindergarten to Grade 12 this fall. We offer camps for kids who are just starting kindergarten and Grade 1; for active kids who enjoy playing sports & games and doing gymnastics; for creative kids who want to draw, paint, sculpt and make digital art; learn how to dance and act better; for kids who want to try fencing, martial arts or golf; explore different fields of science like medicine, biology, chemistry, physics and criminal science; we even have camps for kids who love to read & write, build LEGO®, create comic books and play video games! **There will be a maximum of 16 campers in each group and you will work with another Camp Instructor or Camp Leader each week.**

At Mini U, we work year-round to plan summer camps that incorporate a wide variety of indoor and outdoor physical activities & games that promote a healthy, active lifestyle for all of our campers. Each camp is scheduled with a variety of activities and hands-on projects that are taught by our specialized & experienced instructors. This summer, all of our camps (except teen camps) will also have the opportunity to play fun lifeguard-led games in the pool every week at our indoor Aquatic Centre.

### **Camp Leader & Instructor Responsibilities:**

- Enthusiasm for working with young people both outdoors and indoors
- Ensure the enjoyment and safety of campers throughout the day
- Provide quality care and supervision to all campers
- Participate in all group activities and encourage camper participation
- Meet and greet parents and campers upon arrival and departure from camp
- Implement group management when necessary and do regular headcounts
- Plan and organize body breaks which may include washroom breaks, filling up water bottles, eating a snack, playing a fun game or two and singing songs
- Provide first aid care when necessary and complete incident reports when necessary
- Abide by the UCalgary Summer Camp Policies & Procedures

### **Specific Camp Instructor Responsibilities:**

- Plan and instruct hands-on activities for campers based on the theme of your camp
- Create your own lesson plans using plans from past summers and creating new ones
- Create a list of supplies you will need for the summer and request more if needed

**Specific Camp Leader Responsibilities:**

- Plan and instruct daily physical activities & games sessions with the campers
- Support the Camp Instructor to implement their lesson plans and help campers
- Gather sports equipment you will need for daily physical activities & games

**Recommended Qualifications:**

- Available to work Monday to Friday between 7:30 a.m. to 5:00 p.m. (hours vary)
- Experience and/or educational training working with youth
- Strong interpersonal communication and teamwork skills
- Strong organizational skills, with the ability to be flexible and prioritize tasks
- Standard First Aid & CPR Level C (This course is provided internally for successful candidates)
- A clear Police Information Check with Vulnerable Sector Search (cost is compensated for successful candidates)

**TO SEE A LIST OF ALL AVAILABLE POSITIONS, PLEASE CLICK THE LINK BELOW:**

[Mini University Available Staff Positions](#)

**To apply, please submit your resume and cover letter to Evan Smibert at [mini@ucalgary.ca](mailto:mini@ucalgary.ca).** If you are applying for multiple positions, please include this in your cover letter and do not send multiple emails.

**DEADLINE FOR APPLICATIONS: APRIL 22, 2022 OR WHEN POSITIONS ARE FILLED**

**Evan Smibert**, BFA (he/him)  
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