



UNIVERSITY OF
CALGARY

WORK WITH US

ACTIVE LIVING

2500 University Drive NW
Calgary, AB, Canada T2N 1N4
active-living.ucalgary.ca

Mini University Summer Camp Leaders & Instructors

Starting Wage: \$16.00/hour

Hours/week: 40

Duration of Employment: July & August. Monday - Friday between 7:45 am - 4:45 pm

Available Positions: Camp Leaders and Camp Instructors. See below for more details.

Are you looking for a fun summer job this July and August? Are you positive, enthusiastic and enjoy working with kids? Are you game for trying out new things and experiences? If that sounds like you, then being a Mini University Instructor or Leader is a 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. 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!

About 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 7 with the occasional teen camp. We offer camps for kids who:

- Are just starting Kindergarten and Grade 1
- Are active and who enjoy playing sports & games and doing gymnastics
- Are creative kids who want to draw, paint, sculpt and make digital art
- Are into dancing and acting
- Are interested in trying fencing, martial arts or golf
- Are curious about different fields of science, such as medicine, biology, chemistry, physics and criminal science
- Love to read & write, build LEGO®, create comic books and play video games!

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 created and instructed by our instructors and leaders. This summer, staff will also get to play some fun lifeguard-led games in the pool at our indoor Aquatic Centre and go to the Gymnastics Centre!

Camp Leader & Instructor General 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
- There will be a maximum of 15 campers in each group and you will work with a different Camp Instructor or Camp Leader every week
- Participate in all group activities and encourage camper participation
- Participate in weekly Gymnastics activities and get involved in fun lifeguard-led games in the pool
- Meet and greet parents and campers upon arrival and departure from camp
- Implement group management when necessary and do regular headcounts
- Provide first aid care when necessary and complete incident reports when necessary

- Helping with camp tasks including late drop-off and early pick-up, delivering supplies, and helping set-up/ take down larger camp activities such as Before and After Care
- Abide by the UCalgary Summer Camp Policies & Procedures

Specific Camp Instructor Responsibilities:

- Plan and instruct approximately ten 75-minute activity blocks each week based on the theme of your camp
- Create new lesson plans and bring back classic activities that campers love
- Create a comprehensive list of supplies you will be using for the summer
- Participate in all of the Leader-led activities and work together as a team

Specific Camp Leader Responsibilities:

- Plan and organize 15-minute body breaks which may include washroom breaks, filling up water bottles, eating a snack, and playing a quick game or two
- Plan and instruct two 75-minute sessions of activities & games every day
- Participate in all of the Instructor-led activities while working together as a team

Recommended Qualifications:

- Available to work Monday to Friday between 7:45 am to 4:45 pm
 - 8-hour shifts within this timeframe.
- Experience and/or educational training working with children and youth
- Strong interpersonal communication and teamwork skills
- Organizational skills, with the ability to be flexible and prioritize tasks
- Standard First Aid & CPR Level C and a valid Police Information Check with Vulnerable Sector Search (Successful candidates will be able to acquire these via Mini University at no cost)

[PLEASE CLICK HERE TO SEE A LIST OF ALL AVAILABLE POSITIONS](#)

To apply, please submit your resume and cover letter to **Evan Smibert & Curtis Polowick** at 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, 2023 OR WHEN POSITIONS ARE FILLED

Mini University

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Leading the Way to Active Living