



UNIVERSITY OF  
CALGARY

# WORK WITH US

## ACTIVE LIVING

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

**Job Title:** Mini University Leader  
**Faculty:** Faculty of Kinesiology  
**Department:** Active Living  
**Wage:** \$15.00+/hour  
**Duration of Employment:** July and August

### **Nature of the work:**

Are you looking for a fun summer job this July and August? Are you positive, enthusiastic and love working with kids? Do you want to make a difference and be a good role model for the next generation? If so, then being a Camp Leader might be the job 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 a Camp Leader, you and your partner Leader will be responsible for leading a group of 18 to 24 campers to specialized instructors around campus. Throughout the summer, you will get to do different themed camps and work with different grade groups (K-12) as well as organize small games and assist instructors. 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!

### **Duties & Responsibilities:**

- Ensuring the enjoyment and safety of campers at all times
- Participating at all times in activities as designated by instructors or while children are completing activities
- Ensuring that campers are listening and respecting themselves, others around them as well as the equipment that is being used in the classroom
- Planning and organizing body breaks which include taking campers to the washroom, filling up water bottles, eating a snack and giving campers a brain break by playing games or singing songs
- Supporting the instructor in implementing their lessons by asking what role you need to take. This may include helping set up, demonstrating projects or experiments reiterating instructions for campers who need extra help and cleaning up
- Take attendance and meet with parents at Sign In / Sign Out. During this time it is important that you ensure that you are on Field 1 across from lot have parents initial that they have dropped off / picked up their child, give parents feedback about their child's day at camp and keep campers busy with low energy games and activities
- Ensuring all parents sign their children out and continually perform head counts.
- Transporting campers to and from activities in a fun and engaging way
- Disciplining and instituting group management when necessary
- Filling out incident reports whenever necessary

### **Qualifications:**

- Experience working with youth and children
- Excellent interpersonal communication and teamwork skills
- Standard First Aid & CPR Level C (training course is provided)
- A clear Police Information Check with Vulnerable Sector Search (provided for successful candidates)

**To apply please submit your resume and cover letter to [mini@ucalgary.ca](mailto:mini@ucalgary.ca).**