



2009 RNS SUMMER SKILLS CAMP EMPLOYMENT OPPORTUNITY - CAMP DIRECTOR -

Ringette Nova Scotia is now accepting applications for the position of Camp Director for the RNS Summer Skills Camps which will be held at Sackville Sports Stadium, July 5 – 9, 2010 and Cole Harbour Place August 9 – 13, 2010. Applications may be submitted via fax, mail or email, and must be received by April 30, 2010.

The Camp Director is responsible for overseeing all aspects of camp, including the hiring, training and supervision of Junior and Senior Instructors, and the organization and scheduling of all off-ice camp sessions.

The RNS Summer Camp Director will report indirectly to the RNS Board of Directors through the Executive Director and Director of Provincial Teams and Player Development.

The Camp Director receives little direct supervision and is expected to exercise a high degree of initiative and independence with informal guidance from past practice.

JOB DESCRIPTION: CAMP DIRECTOR – 1 POSITION

Qualifications:

- Minimum 18 years of age or older at the time of the camp.
- Must have sound knowledge of the rules of ringette, and past experience as a ringette player/coach/official/volunteer.
- Several years experience working in a leadership/supervisory role with youth and adolescents.
- Strong time management skills and exceptional communication ability.
- Proven ability to work with little supervision or guidance.
- Current First Aid and CPR, or commitment to complete training before camp.
- Must have a valid driver's license.

General Responsibilities:

- Responsible for advanced scheduling, organization and preparation of all daily camp activities, with the exception of on-ice activities which will be scheduled and led by the On-Ice Instructors.
- Works closely with the On-Ice Instructors in coordinating activities, and with the grouping of camp participants.
- Responsible for submitting a schedule of planned off-ice activities to the Executive Director a minimum of two weeks in advance of the camp start date.
- Assists the Board of Directors with the interviewing, hiring, and training of Junior and Senior Instructors.
- Provides constant supervision, leadership and guidance to Instructors during the off-ice program execution.
- Acts as principal contact for camp operations, and communicates scheduling and logistical information to parents and RNS before and during the camp.
- Monitors campers' well-being, safety and whereabouts at all times, and reports any accidents or injuries to the Executive Director.

- Ensures that daily “sign in” and “sign out” procedures are implemented and required for all camp participants, and communicated to parents and staff.
- Acts as an appropriate role model for children through actions, language, work habits and general conduct.
- Organizes and leads staff meeting prior to camp, and schedules other staff meetings as required.
- Present at the program site from 7:30am to 6:00pm daily.
- Other responsibilities and duties as required.

Employment Benefits:

- \$1000/week

Interested candidates should submit their current resume and a list of three personal or work references to Ringette Nova Scotia on or before April 30, 2010 for consideration.

For more information about this employment opportunity please contact Lindsay Bennett at (902) 425-5450 Ext. 335 or at ringette@sportnovascotia.ca