



## Camp Coordinator

We are seeking an energetic and organized Youth Camp Coordinator to join our team! In this unique role, you will lead our team in conducting Cayuga language activities for youth.

### Responsibilities

- Coordinate and schedule activities including the summer camp program
- Collaborate with team members for all deliverables
- Maintain documents including schedules, budgets, reports and other administrative tasks
- Order and/or purchase all materials, equipment and supplies
- Assist in the development of camp materials and resources
- Attend team workshops or activities as necessary
- Oversee & supervise camp staff
- Connect with program partners & youth
- Recruit & hire summer camp staff, provide onboard training
- Other tasks as deemed necessary

### Requirements

- Experience in project coordination or management is an asset
- Strong organizational and multitasking abilities
- Excellent communication skills including computer literacy
- Knowledge of Gayogoho:nq? language is an asset
- Must possess a clear police record check including the vulnerable sector portion
- Must have reliable transportation
- Must have Emergency First Aid certification or willing to obtain before summer camp starts

### Hours of work

- Flexible between part-time (15 hrs/week) and full-time (37.5) immediately
- Must transition to full-time by March 2026
- Range dependent upon qualifications (\$22/hr - \$24/hr)

### Application Details

- Send your updated resume, including three recent references, to [degaewenahkwa@gmail.com](mailto:degaewenahkwa@gmail.com) by Friday, February 27<sup>th</sup>, 2026.

This funding is for Indigenous youth, 29 and under, therefore only applicants in this age category will be considered.