Camp Program Leader

The Opportunity

The Town of Grimsby is committed to building a future that welcomes innovative new ideas while protecting and preserving its distinct heritage. It is a place where leaders are committed to sustainability and honouring Grimsby's treasured natural setting. Grimsby has become a sought-after community where residents enjoy waterfront living, historic neighbourhoods, active living, and world class natural amenities. It is conveniently located in the Greater Toronto and Hamilton Area (GTHA) in a region that is home to Niagara wineries, agriculture, cuisine, and internationally recognized attractions.

The Portfolio

Reporting to the Recreation Supervisor and the Recreation Program Supervisor, the Camp Program Leader is responsible to lead a group of children through an organized recreational program that is consistent with the objectives, practices and procedures of the Town of Grimsby.

The Candidate

As a candidate for this position, you are currently enrolled in secondary school or post-secondary school and have a current standard First Aid and CPR-C, you also have the Principles of Healthy Child Development and the High Five program.

Working for the Town of Grimsby

This is a seasonal position working up to 40 hours per week. The Town of Grimsby offers candidates for this position an hourly wage of **$18.29 per hour** (2026 Rate).

The Town supports the health and wellness of our employees; a commitment that is demonstrated through free access to Town recreation facilities for employees and flexible working arrangements.

How to Apply

If you are excited by this opportunity, we are excited to hear from you!
We invite you to submit your application to hr@grimsby.ca by **January 30, 2026 at 4:30 PM**. Please quote the posting number in the subject line. A full job description can be found below.

Posting #: 01-2026

We thank all applicants for their interest, however only those selected for an interview will be contacted.

The Town of Grimsby is an equal opportunity employer committed to an inclusive, barrier-free recruitment and selection processes, and work environment. We will accommodate the needs of applicants under the Human Rights Code and Accessibility for Ontarians with Disabilities Act (AODA) throughout all stages of the recruitment process. Please contact the Office of Human Resources, hr@grimsby.ca if you need assistance.

Personal information collected will be used in accordance with the Municipal Freedom of Information and Protection of Privacy Act for the purpose of candidate selection.

Camp Program Leader
Community Services Department

Duties and Responsibilities:

1. **Program Leadership (60%)**

    1.1 Ensure the safety and well-being of all participants through constant supervision during all program hours. This includes all transition areas, offsite excursions and during any transportation that is a part of the program
    1.2 Prepare and conduct activities as required using principles of healthy child development
    1.3 Guide Leaders-In-Training to develop leadership skills by offering them guidance, feedback and the opportunity to lead activities
    1.4 Work collaboratively towards the decisions and goals of the staff team and the Town of Grimsby.
    1.5 Be familiar with the content of your staff manual and actively participate in staff training
    1.6 Maintain a safe work environment at all times for participants, fellow staff and also for yourself. Ensure that you are familiar with all safety procedures, are ready to respond if necessary and report any concerns and be vigilant about preventing any foreseeable accidents
    1.7 Conduct yourself in a manner befitting of a Town of Grimsby staff member

2. **Participant Interaction (25%)**

    2.1 Create a program environment that is fun, safe, interesting and participant centred
    2.2 Actively engage with your group through participation and motivation
    2.3 Deliver clear, age appropriate and accurate instructions for all programs activities
    2.4 Demonstrate and encourage important play practices such as equality, fairness, co-operation, skill development and teamwork
    2.5 Be professional, helpful and positive with parents, participants and members of the public
    2.6 Be prepared for possible program adaptations for inclusion of special needs at the program
    2.7 Learn each child's name by the end of the second day

3. **Administration (10%)**

    3.1 Provide support for daily operations such as site checks, taking attendance, set up and clean up
    3.2 Be aware of the daily program plan and any special roles that may be required of you
    3.3 Complete any required paperwork on time and with a professional presentation
    3.4 Maintain continual communication with the Program Supervisor and address any concerns related to the program or your work capacity immediately
    3.5 Be familiar with any allergies, special needs or other concerns regarding a group

4. **Other (5%)**
    4.1 Works in a safe manner in accordance with the Occupational Health and Safety Act, associated regulations, other applicable legislation, Town by-laws, policies, procedures, and guidelines.
    4.2 Other related duties, as assigned

The successful candidate will possess the following:

Education

- Enrollment in secondary school or post-secondary school.

License, Registration and Training

- Current Standard First Aid and CPR-C.
- Principles of Healthy Child Development, High Five program.
- Police Vulnerable Sector Check (Level 3) to the satisfaction of the Town.

Experience

- One (1) year of recent related experience leading and recreation program/class.
- Experience planning and implementing activities.
- Experience in program set up, monitoring and reporting on objectives.

Knowledge/Skills/Abilities

- Energetic individual with a passion for leadership in subject area of the program.
- Superb social skills and ability to engage others to actively participate.
- Attention to detail and safety mindset.
- Able to make decisions under pressure.

A combination of education, training, and experience may be considered.