Brigadoon Village
Head Counsellor (2 Positions)

Contract Dates: June 14th – August 28th, 2020

Position Description
Our two Head Counsellors join the Support Staff team at Brigadoon Village. Collectively, the Support Staff team ensures the safe and smooth running of all aspects of camp. Each Support Staff team member is expected to model Brigadoon's values and philosophy at all times. Head Counsellors support our counsellors and are available to assist with behaviour management, reporting, and solving issues with staff and camper dynamics. Our Head Counsellors have the skills and experience to jump into any situation at camp and are among our go-to problem solvers. They understand the needs of youth living with chronic illnesses and other life challenges and have significant skills in managing challenging behaviours and building rapport with a wide range of children and youth. They ensure that each of our Counsellors is performing at the highest level in order to guarantee that our campers are experiencing exceptional fun!

Reports to: Camper Care Director, Summer Director
Direct Reports: All Counsellors

Position Specific Skills/Responsibilities

Camper Care:
- Lead the charge on making intentional decisions to help our campers learn and grow. Help to make individualized plans for each camper to determine how we can help them to develop.
- Help to troubleshoot and manage challenging group dynamics and behaviour management situations.
- Help to establish a community within cabin groups to encourage meaningful connections between campers.
- Model our camper care philosophy for the rest of the team.
- Model camper engagement to all counsellors (coming up with fun ways to keep campers engaged, fun ways to move through routines, etc.)
- Liaise with camper families where appropriate.
- Step in to provide extra coverage for cabin groups where required (counsellor time off, extra support required, etc.)

Staff Supervision:
- Directly supervises all of our counsellors. Responsible for supervising up to 20 staff members.
- Conduct nightly/weekly check-ins with counsellors to help them problem solve and ensure they are performing to the best of their abilities.
- Provide instruction and feedback on performance to counsellors.
- Support counsellors and help to ensure their needs are being met.
- Assist with the writing and delivery of staff evaluations.
- Ensure counsellors have all relevant information in order to do their jobs effectively.
- Help to manage challenging dynamics between staff members.
- Play a key role in the planning and delivery of our Staff Training periods.

General Camp Management:
- As part of the Support Staff team, consistently evaluate all aspects of camp in order to ensure that everything is running smoothly.
- Instruct in activity sessions when and where appropriate.
- Assist in planning and delivering "camp wide" programs and events.
- Ensure camper safety is maintained according to relevant policies and procedures.
- Model our philosophy and values, encouraging a positive culture and staff dynamic.
- Help to ensure that camp facility is well-cared for and kept clean.
- Collect and supervise the completion of weekly paperwork (must be organized to facilitate this!)
- Create opportunities for all campers to experience exceptional fun!

We're Looking for People Who Are:

- Committed to consistent learning and growth.
- Team players, willing to help out in all areas in any way they can.
- Passionate about helping to create a transformative experience for our campers.
- Creative and enthusiastic
- Organized, strong communicators, and competent problem solvers.
- Energetic and silly
- Kind and compassionate
- Flexible and able to adapt to rapidly changing circumstances
- Able to remain calm in high-pressure situations.
- Able to physically and mentally care for campers for full days (7 am – 11 pm).

Requirements and Qualifications

- Previous supervisory experience an asset.
- Experience working with children and youth in a camp or recreation setting.
- Must have strong skills in the areas of behaviour management, youth engagement, and building rapport quickly with a wide range of children and youth.
- Current Standard First Aid / CPR-C (can be obtained after job is offered).
- Criminal Record Check (including Vulnerable Sector Check (can be obtained after job is offered).
- Current National Lifeguarding Service (NLS) is considered an asset (can be obtained after job is offered).
- Proof of complete Immunization History prior to start date.

Further Position Details:

Camp sessions last from Sunday-Friday and all Brigadoon staff members will be expected to live on-site, working full days. There will be time off allocated to staff members each day, but staff should be aware that they are expected to work from approximately 7:00 am – 11:00 pm during each day of camp. Staff are expected to live onsite for the entirety of the summer season (June 14th – August 28th) and will be able to leave site between camp sessions (though staff are welcome to stay onsite between sessions, as well).

- Camp staff must be able to commit to the duration of the contract in order to secure employment.
- Room and Board are provided for the entirety of the camp season.
- There will be a preliminary Spring Training period from April 26th – 29th (those who are unable to attend will be paid for it and expected to review the makeup resources).
- Head Counsellor contracts begin on June 14th and will encompass the following time periods:
    - June 14th - 18th: Support Staff-specific Training
    - June 19th – 26th: Full Team Staff Training
    - June 28th – August 28th: Summer Camp Sessions.

There will be further opportunities to join the team in our Spring and Fall seasons as an Activity Instructor, if interested.

How to Apply:

Any potential candidates interested in joining us for the 2020 Summer Season are welcome to apply online at https://brigadoon.campbrainstaff.com

Applications will be accepted until February 29th. Any questions about employment opportunities can be directed to our Summer Director, Tiffany MacInnis at tiffany@brigadoonvillage.org