



Brigadoon Children's Camp Society

Cabin Lead (5 Positions)

About Brigadoon

Come spend your summer outside with us for days full of fun, laughs, and making a huge difference!

Brigadoon Village is a non-profit, year-round recreational facility. During the summer months, we run an overnight summer camp program for children and youth living with chronic health conditions and other life challenges (such as grieving the loss of a loved one). Our programs give campers a chance to meet others who understand their specific struggles and help them to feel less alone in their challenging circumstances. We focus on building meaningful connection and community and sending our campers home stronger, more confident, and with some new skills to be proud of. **Our hope is that if we do our jobs well, the one week that they spend with us each year can make the other 51 weeks of the year a little bit easier.**

Our Staff Culture: We work hard to establish a collaborative and positive community where we treat one another with kindness, understanding, and give one another the benefit of the doubt. We celebrate new ideas, encourage making mistakes and trying again, and emphasize effort over perfection. At Brigadoon, performing well at your job means also contributing positively to our team and environment. We teach our campers how to be compassionate, how to build connections, help them to build their confidence, and help them to bounce back when things don't go their way. That means that we need to be strong role models of these qualities as well. Most of all, we emphasize constant growth and improvement and are always striving to find a better way to do what we do.

More information on our Summer Camp programming and a list of our condition-specific camp sessions can be found here: <https://brigadoonvillage.org/camps/>

Contract Dates: June 16th – August 30th 2025

Salary Range: \$4,675 - \$5,500 for the full contract.

The Cabin Lead role has on-call responsibilities overnight in addition to their daytime responsibilities. A \$500 bonus has been added to the salary range to reflect these additional responsibilities.

Salary is based on skills and experience. Applicants with no previous experience in a similar role can expect the baseline salary amount.

We understand that our salary range isn't necessarily competitive with other positions available to you for the summer. However, some helpful things to keep in mind:

- Accommodations are provided for the full contract
- Food is provided for the full length of the contract
- A summer with us will be one of the most supportive, fun, joyful, rewarding, and growth-filled you'll have!

If a full-time summer position with us won't be possible for you financially, we absolutely understand and would encourage you to get in touch to discuss other potential opportunities at Brigadoon.

Position Description

Our Cabin Leads are the go-to problem solvers within each of our cabins. Our Cabin Leads have strong behaviour management and group management skills and are able to build strong positive relationships with a wide range of children and youth. They are responsible for supporting and supervising each of the counsellors assigned to them for the week, helping them to learn and grow. Above all, they are responsible for ensuring that each camper within their cabin is having a meaningful camp experience full of growth and exceptional fun.

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 meet their needs and help them to develop.
- Help to troubleshoot and manage challenging group and behaviour management situations.
- Help to establish a community within cabin groups and 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 from place to place, fun ways to get ready for bed, etc.)
- Connect with camper families where appropriate.
- Providing camper supervision for cabin groups where required (counsellor time off, groups requiring extra support, etc.)

Staff Supervision:

- Directly supervise the counsellors assigned to them within their cabin
- Conduct daily and weekly check-ins with counsellors to help them problem solve, ensure they are performing to the best of their abilities, and help them to learn and grow.
- Provide direction as well as feedback on performance to counsellors.
- Support counsellors and help to ensure their needs are being met.
- Ensure counsellors have all relevant information needed to do their jobs effectively.
- Help to manage challenging dynamics and effective workload sharing between staff members.
- Coordinate schedules of counsellors/camper programs within their given cabin group.
- Assist in the delivery of our Staff Training period.

General Camp Management:

- Contribute positively to our camp environment.
- Manage your own wellness and communicate your needs. You're important!
- As part of the Support Staff team, consistently evaluate all aspects of camp to ensure that everything is running smoothly.
- Communicate all relevant information to other areas of the camp team.
- Run program activities 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 the camp facility is well-cared for and kept clean.
- Collect and supervise the completion of weekly paperwork.
- Complete any other tasks required to ensure a meaningful and exceptionally fun camper experience!

Designated Support Staff:

Each member of our Support Staff team will be responsible for being on duty during one weekend of the summer. The Designated Support Staff member is put in place to ensure that there is one clear person onsite each weekend to respond to issues or emergencies that might come up over the weekend between camp sessions. These weekends will be determined at the beginning of the summer and we can schedule around any existing plans/preferences people have.

Duties of the Designated Support Staff include:

- Connecting with Brigadoon Management (these folks are offsite, but are always on call over the weekend) if any issues require troubleshooting (including emergencies, issues with staff members, etc.)
- Welcoming volunteers or folks from partner organizations who need to arrive over the weekend
- Updating the Summer Director on any developments at the end of the weekend.

The Designated Support Staff is **not** responsible for providing emotional/mental health support for staff members, managing performance/social issues for staff, cleaning up after others, or planning activities over the weekend.

Who We're Looking For:

We are looking to recruit a team of people whose strengths, skills, and backgrounds are as diverse as those of our campers. We are keen to have people join our team who are:

- Committed to consistent learning and growth.
- Team players, willing to help in all areas
- Organized
- Strong communicators
- Competent and creative problem solvers.
- Passionate
- Energetic and silly
- Kind and compassionate
- Flexible and able to adapt quickly
- Able to stay calm in high-pressure situations.
- Able to work LONG and challenging days
- A minimum of 18 years old

Before Your Start Date, We'll Need:

- Standard First Aid and CPR Level C
- A current Criminal Record Check (including Vulnerable Sector Check)
- A clear Child Abuse Registry Check (Nova Scotia residents only)
- We may require other certifications relevant to your specific position, which we can discuss during your interview, if your application is successful
- A complete Immunization History

Further Position Details:

This job is hard! 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 assigned 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 on-site for the full summer season (June 10th-August 23rd) and will be able to leave site between camp sessions (though they are welcome to stay onsite between sessions, as well).

- Camp staff must be able to commit to the entire contract to join us. Please get in touch if you have specific questions about this.
- There will be a Staff Training period from June 16th – 25th, before our first campers arrive on July 6th. This Staff Training period is mandatory for all team members.
- There are opportunities to gain certifications in areas like climbing, paddling, first aid, and lifeguarding through employment with us. We'll also give you experience in plenty of outdoor education programming as well as programming in a wide range of other program areas!
- This job will make you a strong leader in whatever employment field you pursue next! We'll help you to develop strong communication and problem-solving skills, teach you to work with a wide range of people, and help you to be more flexible, organized, and resilient.

Employment Equity:

Brigadoon Village is committed to employment equity and encourages all passionate, hard-working candidates to apply. If you require an accommodation at any point during the hiring/employment process, please let us know and we will work with you to meet your needs. All responses will be kept entirely confidential.

How to Apply:

Applications for our 2025 staff positions will open on December 15th, 2024.

You can find the application [here](#). If you're reading this before December 15th, please feel free to visit the same link and complete our Expression of Interest form. We'll be in touch with more information as soon as applications open!

Applications will be accepted until January 17th, 2025. Any questions about employment opportunities can be directed to our Camp Director, Malcolm Elliot at malcolm.elliott@brigadoonvillage.org

We have a variety of other positions available on our team as well, more information about staff positions with us is available at <https://brigadoonvillage.org/about/team/summer-camp-staff/>