



JOIN OUR TEAM!

**Operations Coordinator, Full Time-\$150.05 per day
Camp Stephens, Lake of the Woods, Kenora, Ontario (Live on Site)
May 15-September 1, 2023 (subject to change)**

Do you love working with children? Want to help provide a high-quality camp experience for every child? Excited about spending your Spring and Summer on an island in beautiful Lake of the Woods? Camp Stephens provides a unique opportunity for everyone. As the Operations Coordinator, you will ensure that all facilities, grounds and equipment are well-maintained and in good repair for all attending our very busy camp.

Are you the right fit?

- Provide leadership, training and supervision to all employees and volunteers
- Ensure camping industry and Y safety standards and policies are implemented and practiced by all staff and campers
- Ensure work area safety standards are followed

- Ensure the water system is operated in accordance to Ontario Regulation 170/03
- Perform regular inspection and maintenance of all equipment
- Manage fire safety plan
- Perform budget management, report writing and various administrative duties

What else do you need?

- Minimum Class 5F License or equivalent and drivers abstract
- Standard First Aid
- Bronze Cross
- Pleasure Craft Operator Card (PCOC)
- Prior experience in maintenance

- Fully immunized against COVID-19 or valid exemption

Assets:

- National Lifeguard (NL)
- Operation of Small Drinking Water Systems Course
- OCA Camp Marine Module Training Course

Why work at the Y?

- Great people and work environment with an amazing view
- Complimentary Y individual membership
- Many opportunities for growth and advancement
- Super rewarding job, helping kids have a remarkable camp experience
- We are awesome!

Submit your cover letter and resume by January 31, 2023 to: mat.klachefsky@ymanitoba.ca

The YMCA-YWCA of Winnipeg is committed to providing a safe environment for children and vulnerable individuals. All applicants will be thoroughly screened through a review process including Police Record Checks with Vulnerable Sector Search and Child Abuse Registry Checks. We also are committed to providing an inclusive environment where diversity is welcomed and encouraged. If you require accommodation during any part of the recruitment or selection process, please don't hesitate to reach out. This includes providing you with alternate formats of this posting. We thank you for your interest; however, only candidates selected for an interview will be contacted.

If you are hired, prior to your start date and as a condition of your employment, you will be required to provide proof that you are fully immunized against COVID-19 or have a valid exemption.

